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ABSTRACT

This document serves as an overview of the many forms of library twinning, or formal exchanges of materials and/or staff between two institutions. Twinning can be reciprocal, but often involves a one-way arrangement whereby a library in a developing country receives a visit from a librarian of a developed country. Either way, both institutions can benefit from exposure to another culture. The document provides an overview of the benefits and history of library twinning, tips for implementing a binding agreement, and examples of twinning programs. Appendices include a sample request for a twinning partner, prototype memorandum of agreement, addresses and phone numbers of sister city/twinning organizations, an annotated list of book donation programs, samples of staff exchange programs, and a glossary of acronyms. (Contains 36 references.) (BEW)

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# Guidelines on Library Twinning

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# GUIDELINES ON LIBRARY TWINNING

prepared by Robert P. Doyle and Patricia Scarry

under contract with the International Federation of
Library Associations and Institutions
(IFLA)

General Information Programme and UNISIST

United Nations Educational, Scientific and Cultural Organization

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# Table of Contents


Preface and Acknowledgements ... iii

Introduction ... 1

Definition and Benefits of Twinning ... 3

Historical Perspectives on Twinning Relationships of Organisations Other than Libraries ... 7

Establishing and Implementing a Twinning Arrangement ... 9
- Conduct Needs Analysis ... 9
- Determine Goals ... 9
  - School Libraries ... 10
  - Public Libraries ... 10
  - Research and University Libraries ... 11
- Identify Local Resources ... 11
- Select a Partner ... 12
- Organise a Local Committee ... 13
- Seek Financial Support ... 13
- Define Contractual Arrangements ... 13
- Determine Evaluation Mechanisms ... 14

Examples of Library Twinning Programmes ... 17
- Collection Development ... 17
- Staff Development ... 18
- Donation/Exchange Programmes ... 20
- Public Relations/Adopting a Library ... 21
- Twinning Projects with Multiple Programmes ... 22
- Twinning in the Electronic Environment ... 22

Related Twinning Programmes (nonlibrary) ... 25
- Archives ... 25
- UNITWIN ... 25
- Partners of the Americas ... 26
- International Network for the Availability of Scientific Publications ... 26

Bibliography ... 29

Appendix 1: Request For a Twinning Partner ... 33

Appendix 2: Prototype Memorandum of Agreement ... 35

Appendix 3: Listing of Sister City/Twinning Organisations ... 37

Appendix 4 Guide to Donation Programmes ..... 47

Appendix 5 Examples of Staff Exchange Programmes ..... 69

Appendix 6 Acronyms ..... 77

Index ..... 79

# Preface and Acknowledgements

In 1991, an International Seminar on the Development of Twinning Models for Libraries in the South and in the North was held in Ottawa, Canada. It was organised by the Banque internationale d'information sur les Estats francophone (BIEF) in cooperation with the Division of the General Information Programme of UNESCO and support from the Canadian Commission for UNESCO.

Among the recommendations of the meeting there was one addressed to UNESCO asking for the preparation of some practical guidelines for library twinning. It was also recommended that UNESCO should examine the possibility of establishing a coordinating mechanism for twinning activities in collaboration with other international governmental or non-governmental organisations such as IFLA. Whereas the guidelines are now available, work on the coordinating mechanism will start soon.

Twinning support is a primary principle of UNESCO, not only because it has a direct impact on the education and literacy of each society, but also because it has great influence on the cultural, social, and economic life. Library twinning supports moral and intellectual solidarity, promotes the dialogue between cultures, reduces the differences between developed and developing countries and means resource-sharing. UNESCO has already established some cooperation projects such as the UNITWIN programme to reinforce inter-university cooperation and the UNESCO Network of Associated Libraries (UNAL), bringing together libraries from all over the world with the broad objective of fostering international understanding and promoting multi-cultural initiatives.

It is hoped that the present guidelines will promote the idea of library twinning and stimulate libraries from both hemispheres, the North and the South, to conclude twinning arrangements. There are multiple requests for twinning, for instance, in the framework of UNAL. It is also hoped that UNAL members from different regions and different cultures will be encouraged to establish formal links with each other from which they will greatly benefit.

Readers are invited to send any comments, suggestions, or requests for additional copies to the Division of the General Information Programme, UNESCO, 75 352 Paris 07-SP, France.

Antje Schurek, UNESCO Network of Associated Libraries, Paris, France

These guidelines have been prepared at the request of the International Federation of Library Associations and Institutions (IFLA), under contract to UNESCO. Members of IFLA have for some years been aware of the benefits of twinning programmes in promoting the development of library services in both industrialized and developing countries. The General Information Programme (PGI) of UNESCO has also been active in promoting the concept of twinning.

Following consultations between IFLA and UNESCO/PGI approval for this proposed project was given by the Professional Board of IFLA in 1991, and funds made available by UNESCO/PGI in 1993.

The preparation of the draft had been thorough: a preliminary text was discussed at the IFLA conference in New Delhi in August 1992, and an expanded version again discussed at the IFLA conference in Barcelona in August 1993.

Opinions expressed in this document are those of the authors, and should not be construed as the expression of any views or policy of IFLA or UNESCO.

Readers are requested to send comments, suggestions or requests for additional copies to Mr. Abdelaziz Abid, Division of the General Programme, UNESCO.

Winston Roberts, IFLA Headquarters,
The Hague, Netherlands

These guidelines are the results of the efforts of many people. The process began with inquiries over the various electronic and print media requesting example of library twinning arrangements. A data collection document was developed and sent to all respondents. The responses were not as plentiful as the authors had hoped, perhaps due to the amorphous and casual nature of many twinning arrangements. A literature search was also done which added to the small collection of examples of twinning arrangements.

After reviewing the varied arrangements, a definition was developed. It was understood that this would not describe all arrangements, nor was it meant to be the absolute model for future twinning arrangements. It was thought that this definition would focus the guidelines, and it did accomplish this.

A total of four drafts were prepared and distributed widely. Persons in 100 countries received at least one version of the guidelines. Several officers and committee members of the International Federation of Library Associations and Institutions (IFLA) also reviewed the drafts. The authors thank all for their invaluable responses. A special indebtedness is to due Winston Roberts of IFLA Headquarters. In addition, the authors would like to thank the following for their assistance:

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# Introduction

*Believing in full and equal opportunities for education for all, in the unrestricted pursuit of objective truth, and in the free exchange of ideas and knowledge, we are agreed and determined to develop and to increase the means of communication between peoples and to employ these means for the purpose of mutual understanding and a truer and more perfect knowledge of each other's lives.*

UNESCO Constitution

In this context, twinning support is a primary principle of Unesco.[1]

Twinning has become the common term to describe the special relationship between two communities. In Germany, it is called "Partnerschaft" (partnership), in the United States, Australia, and New Zealand "sister cities", in France "jumelage."[2] Twinning — or the matching up of two communities for mutual benefit — is a way to improve business and cultural development as well as foreign relations. The results go far beyond ceremonial recognition. Joint projects, exchanges, special tourism programmes, and improvement of government services are often significant outcomes of twinning arrangements.

In the library community, relationships between libraries in two different countries take many forms. For some, a formal exchange of singular materials may enhance the special collections of both libraries. For others, an occasional staff exchange revitalises the staff in both workplaces and provides unique insights into the profession's processes and ideologies. "Library twinning . . . has a direct impact on the education and literacy of each society, [and] it has great influence on the cultural, social, and economic life. Library twinning supports moral and intellectual solidarity, promotes the dialogue between different cultures, reduces the difference between developed and developing countries and means, after all, resource sharing."[3] Often a one-way arrangement provides needed library resources in less developed or emerging nations. Sometimes a natural disaster or political upheaval provides the impetus for a donation programme. Even in the one-way arrangements, however, both libraries benefit.

The 1980s and 1990s have witnessed remarkable global developments. National borders have shifted and new nations have been formed, old nations are born again. Technology and mass communication have minimized the geographical distance between cultures and nations to the point that events occurring thousands of miles away are observed instantaneously. With this comes a greater awareness of and need for information about other lands and nations. In response, libraries have established special relationships with libraries from other countries in order to receive needed but difficult-to-acquire information, share common concerns, and create new information sources. Many of these relationships are the result of informal contacts between individuals. Some have been sought by a library needing to acquire specific materials and some by libraries in need of information and financial

resources. It is a growing phenomenon and one in which other libraries would like to participate.

Although some libraries have had twinning relationships for many years, it is still relatively uncommon. These guidelines are not an exact blueprint for establishing a twinning relationship but can provide inspiration for some, background for others, or persuasion to initiate a programme. Included is a brief history of the twinning concept between communities, specific examples of library twinning relationships, and recommendations for establishing and maintaining a twinning relationship.

**Notes**

[1]Lohner, Wolfgang, *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, 20-21 June 1991, p. 7.

[2]*A Twinning Handbook*, (London: Local Government Bureau, 1992), p. 1.

[3]Lohner, p. 9.

# Definition and Benefits of Twinning

For the purposes of these guidelines, twinning is defined as the ongoing relationship between two libraries in different countries for the purposes of improving the practice of librarianship across national boundaries. The relationship should have mutual but not necessarily equal benefit to both libraries. Each party in the twinning relationship should be able to easily identify the benefits to its institution. The relationship should be formally secured with a contract, a memorandum or letter of agreement, or a mutually agreed upon set of written objectives. The relationship should exist, or be planned, for a minimum period of five years. The arrangement can, of course, be terminated before the initial five-year period, but it is probable that five years will be needed to assess the arrangement and its benefits to both partners. If either partner is uncomfortable with this time frame, a trial period arrangement of two to three years may prove more workable.

"The move to the twinning of libraries also arises from the concerns and problems which affect libraries universally; namely, the inability to be self-sufficient even in specialized areas because of the high cost of published materials and financial constraints; poor access to the literature from Third World countries; the growing incidence of illiteracy; the need to justify claims to scarce financial resources; the lack of expertise in technical know-how as well as in cultural orientation; the need for well-trained staff who possess a certain breadth of vision and who are socially responsible."[1]

Some of the cooperative activities in libraries that can be achieved with informal and formal twinning arrangements are:

- Exchange of information about libraries;
- Improved access to published information, in both developed and less developed countries;
- Information about new techniques for library management and new technologies for library programmes made available more widely in developing countries;
- Greater awareness by libraries in developed nations of the issues facing libraries in developing countries;
- Regular international sharing of problems at the operational level;
- Involvement of all levels of library staff sharing information about their problems and common concerns;
- A broader view of the library profession.[2]

As the economies of all countries are increasingly dependent on global markets, the importance of cross-cultural information sharing becomes more apparent. Mass media, overnight delivery systems, the Internet and other telecommunications systems, and telefacsimile have all contributed to a world where correspondence across the oceans is accomplished in minutes, even seconds. As these improved communications links occur, so too does our dependency on the information generated in other countries.

Libraries, as keepers of the world's information, are required to seek out information sources in other countries.

"The twinning of libraries should contribute to:

- the enrichment and enhancement of the programmes and services of the institutions involved;
- increased knowledge and greater understanding of indigenous cultures;
- personal growth and development of members of staff through the sharing of concerns and problem-solving;
- direct interaction between professionals;
- sharing of strengths through exchanges of expertise, skills, and material resources;
- addressing weaknesses through the provision of training, technical know-how, exposure."[3]

At a UNESCO Network of Associated Libraries (UNAL) seminar in March 1992, Françoise Danset, president of the Association des Bibliothécaires Français (ABF), said, "In developing countries and countries which have become poor more or less recently, we find on the one hand the libraries of the Third World countries, countries which are having difficulties producing enough written material to fulfill the requirements of their literacy programmes and to record their own culture, which is usually oral. On the other hand, and this is a recent phenomenon which we must face rapidly, the countries of Eastern Europe, where library service has been weakened by decades of totalitarianism and poor management. The exchange partnerships which these countries request from western countries will not necessarily be of a reciprocal nature; there is a demand which must be met by an appropriate supply which must be well thought out in advance."[4]

"The most difficult problem to resolve, the solution of which is, however, a necessary precondition of the potential success of any exchange project is this, how can we encourage free, accurate, and reasoned expression of needs? If we try to follow up this idea in the context of, for example, public library services in Sub-Saharan Africa, we may note that:

- these services are practically non-existent, without exception, in French-speaking Africa today.
- they must definitely not copy what exists in the West because daily life is different, the culture is different, and is largely oral.
- . . the cost of books, which are mostly imported, is prohibitive.
- if public libraries are to exist and develop they will have to be almost entirely dependent on foreign donations. The best solution would be to make a concerted effort to achieve a united document selection policy applying rigorous criteria to the contents, quality, and levels."[5]

Thus, twinning arrangements must be carefully considered from both sides to ensure that the benefit is mutual and the outcomes satisfactory to all parties. "Once agreement has been reached about the basic principles — informed respect for partners, free expression of clear and precise needs integrated into local development policies — it is necessary to agree too on feasible strategies for developing exchanges."[6]

As stated above, it is important that the arrangement be mutually beneficial. This does not mean that both partners must re-

ceive equivalent benefits, however. Libraries in less developed countries have important resources to share and frequently these resources are difficult, almost impossible, to obtain without a twinning relationship. In addition, solutions to problems faced by libraries in the less-developed countries are often applicable and needed in other parts of the world. Preservation, restoration, community service, and literacy programmes are all concerns in many of the less developed countries, and how these are handled can provide important insights.

**Notes**

[1]Lampart, Sheila I., "Twinning of Libraries: Objectives Relating to Public, School, and University Libraries," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, June 20-21, 1991, p. 32.

[2]John, Nancy, "IFLA Projects on Twinning of Libraries," *IFLA Journal*, vol 17, no. 3 (1991), pp. 316-17.

[3]Lampart, p. 31.

[4]Danset, Françoise, *International Cooperation between libraries within the Unesco Network of Associated Libraries*, UNAL Seminar, The Hague, 19-21 March 1992, p. 5.

[5]Ibid., p. 11.

[6]Ibid., p. 15.

# Historical Perspectives on Twinning Relationships of Organisations Other than Libraries

"Over the past forty years, more than 11,000 twinnings have been formalized among a wide range of communities in at least 159 countries — people to people relationships that . . . are generally inspired by quite laudable ideals."[1]

"From 1950 onward [there] has been spectacular growth of international tourism and sport; the pen pal movement; the formation of a planetary community of radio hams; high-level scientific and cultural exchanges; numerous exchange agreements among widely separated universities and the resultant study-abroad programmes; the Peace Corps and similar governmental and private programmes based in affluent countries, such as the Experiment in International Living, Servas International, and Civil Service International and the efforts of World Federalists, the Universal Esperanto Association, and like-minded organisations agitating for international amity, and those concerned with global environmental and social issues."[2] These forces combined with the equally spectacular growth in mass and telecommunications have provided an environment ripe for increased cooperation and communication between communities in different nations.

Although there were certainly twinning-type relationships between communities prior to World War II, the war's aftermath provided an impetus to many of the twinning efforts that exist today. During and after the war, relief organisations in North America provided assistance to stricken communities abroad (Bundles for Britain, Russian War Relief, and American Aid to France, Inc.). Occasionally, the aid began as a relief effort from one specific place to another and the relationship continued. For example, the special relationship that developed between Vancouver, Canada, and Odessa in 1944 continues today, some 50 years later.

Within Europe, the postwar period of reconciliation and revitalization sparked numerous twinning relationships between pairs of municipalities. War-damaged France and Germany were clearly the pioneers in this process and continue to have the most intense activity. A special meeting of French and German mayors at Mont Pèlerin, Switzerland, in 1948 led to the formation of the International Union of Mayors for Franco-German Understanding in 1950. In September of that year, a twinning agreement between Ludwigsburg, Germany, and Montbeliard, France, was signed. Other countries have followed suit, and formal twinning arrangements now exist in most of the Western European countries. National associations that initiate and coordinate twinning operations exist within most Western European countries.

In the United States, which has the world's third-largest number of twinnings, twinning programmes also saw origins in the postwar period. Since 1967, the focal point of twinning activities is the nonprofit association, the Town Affiliation Association of the United States, Inc. Its principal operation is Sister Cities International, which has assisted

more than 920 U.S. cities and counties in establishing links with some 1,400 communities in 100 other nations of the world. More than 1,000 U.S. communities are now allied with counterparts in 96 countries.

Partners of the Americas, begun in the 1960s, seeks social and economic development in Latin America and the Caribbean through specific joint projects involving the United States, Latin America, and the Caribbean. Sixty bilateral partnerships now exist between U.S. states and sections of Latin America and the Caribbean. One of Partners of the Americas' most successful programmes is its University Linkages Program. Solid working relationships have been established between universities in the United States and Latin America.

"Until the 1980s, the vast majority of twinnings occurred among communities within the First World . . . and partners operated on the basis of reciprocity. With the extension to less affluent regions of the world, a significant segment of the sister city movement has begun to reexamine its objectives. . . . In 1985 the Cologne Appeal was used at a conference of newly formed Towns and Development Towns and Development promoted joint planning and action involving local authorities and populations, a grassroots effort to deal with such fundamental issues as peace and security, hunger and poverty, and environmental protection." [3]

The 1990s have produced unprecedented political change and, through television and communications satellites, the entire world has witnessed these events. The movement toward a global village is swift and persistent. The increased number of twinnings arranged are vivid testimony to the need for bonds between people and communities. From 1962 to 1989, the number of U.S. cities with twinning agreements rose from 186 to 834. In Austria, Canada, China, Japan, Taiwan, and Switzerland (the only countries for which comparable data are available), twinning arrangements rose from five to more than 1,300, and 60 percent of these occurred after 1980. [4]

"The level and pattern of these transnational twinnings are shaped, to a noticeable degree, by propinquity and or compass direction, historical or cultural legacies, and the diplomatic and commercial policies of the national regimes in question. Indeed, the sister city movement has certainly helped extend, solidify, and humanize the entrenched political and economic programmes of the participating states that are, in turn, increasingly interdependent members of a world system."[5]

**Notes**

[1]Zelinsky, Wilbur, "The Twinning of the World: Sister Cities in Geographic and Historical Perspective," *Annals of the Association of American Geographers*, vol. 81, no. 1 (1991), pp. 1-2.

[2]Ibid., p. 5.

[3]Ibid., p. 8.

[4]Ibid., p. 9.

[5]Ibid., p. 28.

# Establishing and Implementing a Twinning Arrangement

The idea for a twinning relationship can come from a variety of sources in the library. Perhaps the serials department has encountered difficulty in acquiring periodicals from another country. Perhaps the library is strengthening its collection and materials from a certain part of the world and resources from that country are deemed critical. It may be as simple as two librarians meeting at a conference and determining that their libraries share certain administrative or management problems where a formal exchange of expertise is seen as a possible solution. The origins of the idea will be a key factor in the determination of the process and goals. Sometimes success is more easily attained when the project is started on a smaller, more focussed scale. At other times, a larger project demands a more formal arrangement.

Many of the existing twinning arrangements began informally and, in fact, owe their success to the flexibility and casual nature of the relationship. Imposing a more formal structure on these arrangements may prove counter-productive. In some parts of the world, arrangements between organisations in different countries require a formal structure; in other areas, a formal structure would be restrictive.

For libraries requiring a more formal process, following are step-by-step guidelines:

1. Conduct needs analysis.
2. Determine the goals of the arrangement.
3. Identify local resources.
4. Select an appropriate twinning partner.
5. Organise a local committee.
6. Seek and secure financial support.
7. Define the contractual relationship.
8. Determine evaluation mechanisms.

## Conduct Needs Analysis

As mentioned above, the instigation of a twinning arrangement may be an informal contact at a conference or the result of a formal needs assessment. It is important to understand what is needed prior to setting the goals or implementing the process. This assessment may include surveys and data collection. If appropriate, members of the patron and/or governance community may be solicited for input. For example, at a university, faculty, students, and the administration may provide important insight; at a public library, patrons, the library board, or government officials may be consulted. Most books on planning and management contain needs-assessment techniques that can be used.

In considering the needs of both partners, it should be emphasized that the benefits need not be equal to both libraries. One way that libraries in less developed countries can enhance their contribution to the twinning arrangement is to include national/regional systems which would then have a multiplier effect on the benefits to the library in the developed nation.

## Determine Goals

The next step in undertaking a twinning arrangement is to determine the expectations of the libraries. What will be gained from

this arrangement? Who in each organisation will be involved in the establishment and continuation of this relationship? The goals should be carefully identified and written down before proceeding. The memorandum of agreement, which is discussed later, is a good place to formalize these concerns.

Goals statements should be specific and contain measurable outcomes. For example: The University of XYZ will increase its serials holdings in Russian periodicals by 50 percent in the first two years of the twinning arrangement. These goals, of course, should be reviewed and revised each year. Care must be taken to ensure that the goals are not too broad or vague.

The goals should be approved by senior management at the library and the parent organisation (university, government, company). This small step can prove invaluable in later years when support for the programme is needed. More importantly, when goals are established with the aggregate organisation in mind, the goals tend to be more pragmatic and purposeful.
In any library twinning arrangement, establishing the goals is critical to the relationship's success.

Below are examples of goals for specific types of libraries.

***School Libraries***

"The school library of the 1990s should be a fully-equipped learning resource centre, capable of providing fundamental educational support for new teaching methods and individualized learning by using all the resources at its command – print, audio-visual, and computer-assisted instruction. In the context of limited resources in school libraries all over the world, twinning can assist in achieving the goals of the school library by providing assistance in the areas of human and material resources.

Major objectives could be:

- to complement the education and training of the staff in a) audio visuals (production, use and maintenance), b) information technology (introduction of computer-based education; production of educational software; system maintenance);
- to promote staff attachments/exchanges to provide exposure and experience in a) other cultures; b) policy-making and planning; c) operational strategies and methodologies; d) teacher and student participation in library planning and operations; e) community involvement, e.g., School Boards and Parent Teachers' Associations;
- to encourage exchange of ideas and solutions to problems;
- to share information resources (print and non-print)."[1]

***Public Libraries***

The mission of most public libraries encompasses all user groups, all ages, and all levels of information needs. In addition, the public library serves as a cultural centre and, for many communities, is the only such organisation that does so. As information becomes more of a commodity in society, the public library can provide access to needed information, even to those without financial means to acquire it. Twinning can provide partnered libraries a unique resource to use in addressing community needs. Communities with strong immigrant populations may want to consider a twinning arrangement with a library in the home country of the immigrating people which will assist in addressing the community's information needs of that culture.

Goals could include:

- collection enhancement through exchanges of monographic and serial publications, print and nonprint;
- continuing education opportunities through staff exchanges, both individual and group excursions;
- community involvement and support, particularly in cities with established sister city relationships;
- exchange of policies, procedures, and activities dealing with literacy efforts;
- exchange of information on fund-raising and governmental support for library programmes;
- cultural awareness activities and collection development for ethnic populations.

*Research and University Libraries*

Many of the current twinning arrangements are in the academic and research communities. University administration and faculty are accustomed to sending and hosting visiting faculty. The information needs of a university faculty typically extend beyond national borders, and the acquisition of both rare and hard-to-find materials is an ongoing activity for academic and research libraries. The extraordinary increases in the amount of information published, the increasing tendency toward subspecialization, and escalating costs have forced academic libraries to seek out new ways of acquiring materials. For university libraries in developing nations, the difficulty is compounded by extreme funding shortages and political and governmental policies that make it impossible to purchase materials from other countries. Materials exchange programmes allow these libraries much greater flexibility in building their collections.

Goals for academic and research libraries might include:

- collection development for special collections;
- document delivery/interlibrary loan cooperative programmes, exchange of tables of contents from journal collections;
- establishment of shared bibliographic databases and access to existing databases;
- exchange of hard-to-obtain periodical titles;
- continuing education opportunities through staff exchanges, both individual and group trips;
- cooperative conferences and seminars;
- sharing of bibliographic instruction programmes and student/faculty orientations, especially orientation programmes using nonprint media;
- "fostering knowledge and understanding between twins through such communication channels as the exchange of professional writings and newsletters";[2]
- information exchange concerning administration of large research libraries.

## Identify Local Resources

Once the goals are firmly established, local resources – agencies or offices that can assist the library with information or contacts – should be identified. The local resources can be contained within the organisation (an international relations department) or outside (local government agency). Many communi-

ties have existing relationships with other cities, and the library may be able to find support here. In the United States, Sister Cities International may be a good starting place; in the U.K., the Local Government International Bureau; and in Canada, the Fédération canadienne des municipalités. (See Appendix 3.)

In the university community, there may be faculty who are actively working with counterparts in the selected country. They may be able to identify key resources abroad, assist with the cultural interaction, and provide support for the programme on campus.

For special libraries, the company may have branches or affiliated organisations abroad. Again, these contacts may prove invaluable as the exchange is planned and implemented.

National and international library associations may also have information and/or may provide assistance. The International Federation of Library Associations and Institutions (IFLA), national library associations, and specialized library associations or their international counterparts may have active programmes in this area.

A recent UNESCO programme, the UNESCO Network of Associated Libraries (UNAL), has included library twinning among its objectives. UNAL is a cooperative scheme which aims at bringing together public libraries from all over the world which are willing to work in association with UNESCO or through cooperative arrangements between themselves. Their goals are to foster international understanding, promote the dialogue between cultures, spread knowledge of minority cultures, increase awareness of international issues, and pursue some of UNESCO's main goals, such as: promotion of peace and human rights, fight against illiteracy, protection of the environment, cultural development, and the improvement of the status of women. UNAL now counts about 125 member libraries from 50 countries from all regions of the world. "Whatever the local library structure," says Antje Schurek of UNESCO's Division of the General Information Programme, "the network will try to foster contacts between libraries from different regions." For additional information on UNAL, write to UNESCO, The Division of the General Information Programme, 7, place de Fontenoy, 75352 Paris 07 SP, France.

## Select a Partner

Choosing the organisation with which to be twinned is dependent on the goals established. If the library is seeking to increase holdings in Latvian government documents, then naturally libraries in Latvia will be targeted. Many of the sources named above in "Identify Local Resources" will be able to provide directory information. Factors should include:

- Genuine interest and mutual benefit;
- Long-term commitment from both parties;
- Adequate financial and personnel support;
- Utilization of strengths of each partner;
- Size and scope of library and parent organisation;
- Levels of bureaucracy on both sides;
- History;
- Language/cultural patterns.

For twinning arrangements between libraries in developed nations and less developed nations, care must be taken to ensure that both partners derive benefit. The library in

the less developed nation should not be considered a "dumping ground" for worn or out-of-date materials. According to Antoinette Fall Corréa, at the Université Cheikh Anta Diop in Senegal, "Cooperative programmes for school and public libraries in Sénégal would benefit children directly. The programmes would have to take into account the real and specific needs of the community in order to be effective."[3] Any arrangement for the donation or exchange of materials must include a clearly defined collection-development policy geared to patron needs. Appendix 1 contains an example of a form you may wish to complete.

## Organise a Local Committee

The old saying "many hands make light work" is true when considering a twinning relationship. A small, effective committee with appropriate representation can generate local support, contribute good ideas, and provide continuity. It may be a good idea to include representation from those who control the financial resources. Others to include might be those who will deal with the day-to-day aspects of materials exchanges (cataloguers, bibliographers, serials check-in personnel). Foreign language expertise can also be extremely helpful. As least one member of the committee should be fluent in the language of the targeted country. The committee should be formed prior to the first formal activity.

## Seek Financial Support

Although most twinning programmes seem to be budget neutral (i.e., no direct costs are involved with regard to staff salaries or purchasing materials), expenses will occur. Postage, for example, may be significant for overseas shipments. In addition, since the materials obtained through exchange programmes tend to be uncommon, time for cataloguing and classification may be more extensive than for materials purchased through usual sources. Cataloguing may have additional complications if the materials are in a different language or alphabet. While these specific costs will not be officially budgeted or charged to the exchange programme, a general acknowledgement of them should be noted in any evaluation of the programme.

## Define Contractual Arrangements

"Before twinning of any two institutions can take place, the relationship that will be entered into must be clearly stated in a memorandum of agreement. Such agreement should be endorsed by the highest authority of the two institutions so that the new relationship will be recognized and supported. It should set forth, among other things, the following:

- background information;
- brief description of the two institutions;
- justification and benefits;
- goals – immediate, short, medium, and long term goals;
- proposed activities – in phases and time frame;
- estimated budget."[4]

In the excitement and rush of implementing a twinning programme, spending time on a formal contract or agreement may be considered a low priority. A written agreement, however, is a critical part of the programme's success. The agreement does not have to be a formal contract executed by legal professionals, but a written document should be developed and approved by both libraries. This agreement should identify the

libraries. This agreement should identify the primary goals of each organisation and identify the activities of each party. Questions to consider include:

- What titles or types of materials are to be sent to the respective partners?
- What, if any, are the procedures for claiming missing issues or materials damaged in shipment?
- Are there stipulations with regard to publication dates for materials sent?
- What, if any, copyright regulations must be considered?
- If personnel exchanges are involved, who provides housing, salary and benefits, transportation, visa support? What is the length of a personnel exchange? If there are large salary differences in the two organisations, arrangements may have to be made so that the individuals do not suffer undue hardship. As a general rule, the sending library should continue the salary of the individuals and may need to supplement the salary with other benefits (complimentary housing is one way) to offset the salary and economic differences between nations.
- What orientation or welcome activities are planned?

Appendix 2 contains a prototype memorandum of agreement. Note that this is only a sample; the actual agreement should be tailored to the specific circumstance.

## Determine Evaluation Mechanisms

Prior to the start of the twinning relationship, both parties should develop and agree to measures of evaluation. The twinning arrangement will provide a host of benefits of varying importance. If evaluation mechanisms are established first, then the primary benefits will be verified and the programme's success will be more apparent. In addition, if the hoped-for outcomes are established, then both parties will be aware of what data to collect and will be assured that the eventual evaluation will reflect the primary goals of the programme. The expected outcomes and how they are to be evaluated should also be described in the memorandum of agreement. Set deadlines for the evaluation's completion in advance. It also may be helpful to determine who will be responsible for the evaluation as well as who should receive it.

For example, if collection development is the primary goal of the twinning arrangement, both libraries must track the number of titles received and added to the collection. In addition, it might be useful to track the use of these materials. This may require special notations in the cataloguing records of the added material. In the area of staff development, participants should be asked to prepare written reports of their experiences. At a minimum, a report should be prepared after the conclusion of the exchange and another at a later date, perhaps at the one-year anniversary of the exchange.

Periodic written reports from both institutions throughout the term of the arrangement should also be prepared.

**Notes**

[1]Lampart, Sheila I., "Twinning of Libraries: Objectives Relating to Public, School, and University Libraries," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, June 20-21, 1991, p. 33.

[2]Ibid., p. 35.

[3]Corréa, Antoinette Fall, "La faim de lire des enfants au Sénégal," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, 20-21 June 1991, p. 65.

[4]Mugasha, James, "Twinning Models for University Libraries in Southern and Northern Hemispheres," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, 20-21 June 1991, p. 114.

# Examples of Library Twinning Programmes

Most of the existing twinning arrangements fall into one or more of the following areas: collection development, staff development, public relations. While donation programmes do not precisely meet the previously established definition of a twinning relationship, examples of these programmes are included here.

## Collection Development

*"Probably the most crucial problem facing librarians in Tanzania is lack of foreign exchange. The local book industry faces many difficulties, and the absolute dependence on imported books threatens the existence of libraries. Libraries cannot keep their book stocks up to date. The situation has been made worse by inflationary prices all over the world, and it is difficult to get a sufficient number of suitable books."*[1]

Ezekiel E. Kaungammo

Collection development is probably the preeminent rationale for twinning arrangements with a library from another country. Materials obtained via twinning arrangements are usually difficult or impossible to obtain using conventional acquisitions methods. Frequently, the exchanged material is rare, uncommon, and of primary source nature. Exchange agreements may call for the exchange of specific titles, monographic or serial. These exchanges are generated from faculty requests and leads from bibliographic sources. Other, more general, exchanges are based on a list of topical areas, and materials are frequently selected by the sending library. In either case, the receiving library should evaluate the materials using the same collection-development criteria used for purchased materials.

Other twinning arrangements that enhance collection development are in resource sharing or combined catalogues. Interlibrary loan arrangements with twinned partners can help reduce fees and improve delivery. The development of combined catalogues to assess the extent of materials in topical or geographic areas has also been done.

Following are examples of twinning arrangements in collection development:

- The Northern Territory University Library, Casuarina, Australia, has begun a targeted acquisition programme in library materials on Southeast Asia to support extensive research and teaching at Northern Territory University. A grant was received to develop a computerized database on Northern Australia and Eastern Indonesia to facilitate identification and location of source materials.

- The Royal Institute of Technology, Stockholm (Sweden) and Beijing (China) libraries currently exchange materials.

- The University of Texas at El Paso (United States) and libraries in Mexico City (Mexico) facilitate interlibrary loans between the two libraries.

- Brown University, Providence, Rhode Island (United States), and Wilhelm Pieck University, Rostock (Germany) have an

ongoing exchange of professors, students, and staff and library materials. The exchange began in 1974 when Rostock was in East Germany and was prompted by a university-level twinning arrangement. The Library was able to acquire difficult-to-obtain German Democratic Republic materials.

- Since 1985, the Suburban Community Hospital, Warrensville, Ohio (United States) and the Connaught Hospital, Freetown, (Sierra Leone) sent each other journals weeded from each library. More than ten titles, including current volumes, were sent from the United States library. Two titles were sent from the Sierra Leone library. Each library bore the shipping costs.

- The City Library of Kouvola (Finland) regularly sends its lists of duplicates to the City Library of Tallinn (Estonia) which then chooses the publications it needs.

## Staff Development

The exchange of personnel has also been a successful component of twinning arrangements. A variety of programmes place individuals in work situations in other countries (e.g., in the United States, the Fulbright Program), and many librarians make arrangements on their own to work for short periods in libraries in other countries. Unlike these types of programmes, an exchange arrangement in a twinning situation involves personnel from two libraries or library systems working in the partnered library. The exchange does not need to occur simultaneously but should occur within a 12-month period. Simultaneous exchanges are occasionally facilitated when the exchanged personnel can use the home and car of their counterparts.

Much is gained for both the individual and the sponsoring organisations in a personnel exchange. "An important result of international exchange . . .has been the personal growth of the participant. . . . Faced with new perspectives, the exchange participant develops a greater ability to appreciate and criticize, gains a sharpened facility to sort out truth from confusion, and learns to analyze observations and experiences. The jolts of studying abroad often lead to growth in tolerance, knowledge, and cosmopolitan attitudes."[2] Evaluations from the persons who have participated in an exchange programme confirm this view. Even when faced with hardships as a result of cultural and geographic differences, they have viewed the exchange experience positively.

The library organisation gains as well. Not only does it gain a more culturally aware and informed staff member, the exchange of ideas with the visiting librarian broadens the views of all those with whom the visiting librarian works. The visiting librarians frequently provide fresh perspectives on problems and also confirm traditional thinking. "The heightened sensitivity to other cultures fostered by significant international experience [may] eventually lead to a new breed of administrators who might completely evaluate their culturally-biased premises."[3]

A checklist for preparing for an international exchange was developed by the American Library Association's International Relations Committee. Items to consider in exchanging personnel include:

- Who pays the salary? If there is a large salary disparity between the two partners, the libraries may need to consider alternatives so that the individual does not endure hardship because of the exchange.

- What special visas or work permits are needed?

- What benefits are available? How are

existing benefits affected during the exchange period?

- Income vs. expenses may vary from country to country. How will this difference be accommodated?
- What kind of bank accounts and credit cards will be needed?
- Who handles business affairs of exchange personnel while they are away?
- What housing will be provided? (Exchange?) If housing is not exchanged, how will vacant households be monitored/cared for?
- Will participants exchange automobiles? If so, what licenses or permits are needed?
- What medical needs (special vaccines, inoculations, insurance) are there?
- Will appropriate medications be available in the host country?
- How will taxes in the host country, as well as at home, be handled? What regulations are there?[4]

Incorporating these questions and their answers in the memorandum of agreement provides a clear blueprint for the participating personnel and institutions.

Following are examples of personnel exchanges.

- Ohio University Libraries (United States) and Chulalongkorn University, Center for Academic Resources, Bangkok (Thailand) exchanged interns for training. Each institution provided travel and salary for its exchanges, local housing and meals are provided by the host institution. (1988-present, reviewed at three-year intervals.)
- Ohio University Libraries (United States) and Wuhan Library, Chinese Academy of Sciences, (China) exchanged interns for training. Each institution provided travel and salary for its exchanges; local housing and meals are provided by the host institution. (1985-present, reviewed at three-year intervals.)
- The Royal Institute of Technology, Stockholm (Sweden) placed a senior documentalist in Tanzania for two years.

In addition to exchanges of individuals, other possible staff exchanges include delegations of librarians visiting partnered libraries. Library consortia or groups of libraries may wish to organise a group of librarians for a study trip to a group of libraries in another country. These study trips can be organised around a specific aspect of librarianship (e.g., preservation, technical services), or may have a representational delegation visit with their counterparts. Group exchanges typically are short-term – a few days – and may have a broader scope than individual arrangements.

- In 1990, 11 French librarians and government officials visited libraries in Ontario, Canada, for a study trip centered around library automation. The trip lasted eight days and the visiting librarians saw formal presentations from a variety of library automation vendors and saw on-site applications in several libraries. The Ontario Ministry of Culture and Communications contributed $40,000 for the tour and the delegates' institutions paid for the travel between the countries. In May 1991, a delegation of 10 Canadian librarians visited France for eight days. During that time, they were exposed to French public libraries, developing library technology at both the state and private sector. All in-country costs were assumed by the French Government or its agencies.[5]

## Donation/Exchange Programmes

Donation programmes have existed for many years and have benefitted many libraries. During World War II, the Helsinki University of Technology Library was totally destroyed by fire-bombing. "An appeal was made for donations of periodical volumes and books and this resulted in an international stream of recyclable journal gifts. Twenty years later, the library had developed holdings the retroactive ones only through donations – satisfactory for the university and also supporting new universities established as a result of regional policies in the country. Furthermore, the library had attained the capability of serving as a national resource library extending its services, including document supply, to everybody in need of scientific and technical information."[6]

Donation programmes, in most cases, tend to be one-sided; that is, one library, usually from a developed nation, provides duplicate or used materials to a library in a developing country. In some cases, both libraries will forward used materials. This type of programme has gained new popularity with the political changes and turmoil in Eastern Europe and in countries once part of the Soviet Union. Again, the technological advances have allowed immediate access to libraries (collections and facilities) that have been destroyed or dismantled. These publicized occurrences have created immediate awareness of the situation and, subsequently, prompt responses to them. Donations of books and materials from libraries, publishers, and associations have helped rebuild libraries in Romania, Armenia, San Francisco, and elsewhere.

Here, as above, receiving libraries must evaluate the gifts and determine the usefulness based on sound collection-development criteria. Outdated and worn materials are not appropriate additions to any library. At an African Studies Meeting in Denver, Gloria Dillsworth, chief librarian of the Library Board of Sierra Leone, stressed that "African librarians and educators must be able to choose publications appropriate for their institutions and must take an active leadership in developing aid programs."[7]

"Potential donors should begin with the understanding that effective donations can only be made through coordinated efforts with recipients and other players in the chain."[8] Donations of current journal subscriptions should be systematic and long-term. To be useful, issues must be sent promptly and in complete volumes. An incomplete run of a journal title is most unhelpful to the researcher trying to find a specific article.

In *Donated Book Programs: A Dialogue of Partners Handbook*, five key components are listed for a successful donation programme:

1. Donated book programmes must be recipient- or demand-led. Sending inappropriate books is more harmful than sending no books. To ensure the books are appropriate and relevant, recipients must have as much input as possible in the selection process. No books should be shipped without the approval of the recipients who must have the opportunity to refuse books. To facilitate the procurement of appropriate books, suppliers must know the recipients well and have a clear understanding of their needs.

2. Sort, weed, and discard inappropriate books before they are shipped. Sending inappropriate books overseas is simply transferring the cost to the recipient, who can least afford it.

3. Plan the shipment. When packing, take the needs of the sender and recipient into account and provide the recipient with the

documentation required well in advance. Improper packing and documentation cost both the supplier and recipient. It is important to plan a shipment well in advance, pack the material in a way that it is easily handled, provide packing slips to facilitate sorting, cataloguing and distribution, and, provide documentation before the shipment arrives to avoid clearing and demurrage charges.

4 The supplier's responsibility must go beyond the port. It is the joint responsibility of the supplier and recipient to promote access to and effective utilization of the donated material. The supplier shares the responsibility to ensure the material gets into the hands of the right reader and is used effectively. This can be accomplished by ensuring the distributing agency has the necessary infrastructure, funds, and personnel to distribute the books effectively and by supporting activities related to book provision, such as distribution networks, library development, and teacher and librarian training.

5 All programmes must have a mechanism for evaluating the quality and use of the donated material. A project is incomplete without evaluation; evaluation is part of the project cycle. Evaluation is essential for improving current projects and planning future projects. For evaluation to be effective, however, it is essential that recipients provide honest feedback. [9]

The primary concern with donation programmes is funding the cost of shipping the materials. To some developing countries, the cost can be prohibitive. Fund-raising campaigns have been organised for specific libraries and specific countries. In addition, ongoing donation programmes, such as Ranfurly Library Service and the Sabre Foundation, will accept book and journal donations from publishers and libraries to send overseas. Many scholarly associations/societies are also arranging to send complimentary subscriptions to journals to libraries in targeted regions. Many of these types of programmes begin with an individual (sometimes someone just returning from an exchange) who has witnessed or learned of the devastation or neglect. They persuade others of the need, and a campaign begins to find the funds and mechanisms to assist. Appendix 4 contains a list of donation programmes.

Also in Appendix 4 is a list of directories of donation programmes. Some of those titles also include information on how to organise and fund donation programmes (see Greenberg, Janet, *ACLS Manual for International Book and Journal Donations;* Peace Corps, *Sources of Books and Periodicals for Schools and Libraries for Peace Corps Volunteers;* and Rowbotham, Graham, *Commonwealth of Higher Education Support Scheme (CHESS): Directory of Available Resources from Donor Agencies for Book, Journal, and Library Development).*

The International Network for Availability of Scientific Publications and the Ranfurly Library Service have produced a booklet entitled *Guidelines for Selection of Books and Journals* for donation programmes. See Appendix 4.

## Public Relations/Adopting a Library

When a library in a developed nation adopts a library in a less advantaged locale, the activities and procedures are similar in nature to a donation programme; that is, funds are raised and materials are purchased for a particular library. The campaign to raise the funds frequently has a specific goal, for example, a set of encyclopedias for a particular library. When the goal is reached, either the campaign ends or a campaign for another purchase begins. The sending li-

brary benefits from the public relations value of the campaign as well as the more altruistic sense of helping out one's neighbour, even when the neighbour is thousands of miles distant.

Some examples include:

- L'Association des bibliothecaires du Québec (QLA), Canada, adopted the Livingston Elementary School and St. George's Primary School in Nairobi, Kenya, in 1984, for a five-year period. QLA raised funds and sent new books to the school libraries. The Nairobi libraries' needs were identified during the 1984 IFLA Conference when a member of the IFLA Standing Committee on School Libraries visited these two schools. Materials purchased included complete sets of the *World Book Encyclopedia* for both libraries.

- Following the success of fund-raising programmes for the Kenyan libraries, the QLA chose another recipient for the proceeds of the fund-raising activities, the Jamaica Library Services. Funds raised from 1989 to 1993 will support books for the Jamaica Bookmobile Service. Plans for a personnel exchange are being developed.

## Twinning Projects with Multiple Programmes

In the ideal twinning arrangement, the partnered libraries will take on a variety of activities.

- A twinning relationship between the city of Angers (France), and the city of Bamako (Mali), was organised in 1974. Since 1986, relations were developed between the Angers Public Library and the Malian public libraries network with donation programmes, annual exchange of personnel, publication of a bilingual French-Bambara book of Malian tales, exchange of exhibitions and writers, and fund-raising for building six children's cultural centres in the district of Bamako.

- The Municipal Library in Orleans (France) and the Municipal Library of Lugoj and the University of Timisoara (Romania) were twinned for one year in 1990. Donations of books, periodicals, and equipment were sent to Lugoj, and teachers and the Orleans Library director were able to visit Lugoj.

- The Stetson University Library, Deland, Florida (United States), and the Russian State Library exchanged staff and material during 1990-92.

## Twinning in the Electronic Environment

The far-reaching and vast advances in technology have already changed and will continue to change information acquisition, storage, and retrieval. The proliferation of CD-ROM databases, the growth of information resources on the Internet, the emergence of document delivery services, the collaboration and conflict among telecommunications organisations the motion picture and television industries are clear indications that the "information" business is in the state of rapid and uncertain growth. Many have had and continue to have predictions on the information world of tomorrow. Will it be completely paperless? Is CD-ROM technology merely a transitional phase? Will the Internet and its vast resources continue to be "free" to its end-users? Or will commercial document delivery services "privatize" access and drive costs upward? How will the pressing issues — copyright, preservation, authenticity, security, the "information poor" — be resolved? The authors have no answers

for these questions, but are sure that the technological advances will have decided implications for twinning between and among libraries.

Twinning as it occurs at the writing of these guidelines revolve primarily, but not exclusively, around paper and people. As described above, it is the arrangement between two libraries to exchange information (materials or information by way of a personnel exchange). In the future, electronic access makes it likely that a twinning arrangement will involve multiple libraries and organisations. "In the past seven years at Syracuse University, a new approach has been introduced and tested: Distance Technical Assistance (DTA). In various years, this international program, which incorporates a clearinghouse and information dissemination for information educators, has been supported by the International Federation for Information and Documentation (FID), UNESCO, and the United States government. In 1987, a major evaluation project found the DTA approach extremely effective. The principle of the Syracuse program is that Distance Technical Assistance is not a one-way but a multidirectional process."[10] A feasibility study to use DTA to connect library and information science programmes in Brazil, China, Ethiopia, Kenya, Malaysia, Mexico, Morocco, Nigeria, the Philippines, and Venezuela demonstrated that an electronic network "can be expected to provide an excellent opportunity for the participants to study technology and information policy issues. Examples include experience in the financing of information resource-sharing programs; obstacles presented by human and technical communication problems; the ethical aspects of information access and equity; and the value of information as a scientific resource, entrepreneurial property, and public service."[11]

Consider the following scenario: The evolution of the Internet as, in some cases, the primary source for scholarly communication coupled with the development and proliferation of "gophers" and listservers on the Internet has made access to the "net" a must for those in the information business. It is a relatively straightforward task for one individual to compile information on a personal computer (PC), and through the Internet, thousands of others can have access to it. An arrangement to exchange this information then may become moot, since it is literally accessible to all with computer, a modem, and an Internet account.

There are many more possible scenarios for the future. Technology can provide improved access to resources in developing countries, but only if those in the developing countries have access to the technology. New paradigms in twinning may involve:

- Donation of equipment to partnered libraries; (The caveats of book donations exist here as well – dysfunctional equipment is of no use to anyone.)
- Multiple libraries collaborating on the establishment of a new information resource;
- Shared responsibility between partnered libraries to preserve electronic and print resources;
- Shared responsibility between partnered libraries to convert print resources to machine-readable environments;
- Shared development of new models of information retrieval.

**Notes**

[1]Kaungammo, Ezekiel E., *The Case of Tanzania Library Services*, unpublished report (March 4, 1986). Found in Miller, Edward P., "International Library Exchanges," *Library Acquisitions: Practice and Theory*, vol. 11 (1987), p. 85.

[2]Bonta, Bruce, "American Higher Education and International Programs: Background, Issues, and a Future Agenda," in *The Role of the American Academic Library in International Programs* (Greenwich, Conn.: JAI Press, 1992) p. 9.

[3]Ibid. p. 16-17.

[4]Rader, Hannelore B., "International Personnel Exchanges for Librarians," in *The Bowker Annual of Library and Book Trade Information*, 32d ed., (New York: Bowker, 1987), pp. 149-50.

[5]Clubb, Barbara, "Current Twinning Experiences, Ontario, Canada and France," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, 20-21 June 1991, p. 127-28.

[6]Tornudd, Elin, "Journal Recycling and Other Twinning Operations: Challenges and Obstacles," in *Proceedings of the International Seminar on the Development of Twinning Models for the Libraries in the South and in the North*, Ottawa, Canada, 20-21 June 1991, p. 124.

[7]MacLam, Helen, "Food for thought — Relieving the African Book Famine," *Choice*, July/August 1988, p. 1658.

[8]Greenberg, Janet, *Manual for International Book and Journal Donations*, (New York: American Council of Learned Societies, 1993), p. 5.

[9]*Donated Book Programs: A Dialogue of Partners Handbook*. Proceedings of the Dialogue of Partners Workshop, 14-16 September, 1992, Baltimore, Md., Library of Congress, pp. 66-67.

[10]Dosa, Marta and Katzer, Jeffrey, "Electronic Networking in Support of South-to South Cooperation," *Journal of Education for Library and Information Science*, vol. 32, nos. 1-2 (Summer/Fall, 1991), p. 87.

[11]Ibid., p. 88.

# Related Twinning Programmes (nonlibrary)

In addition to the specific examples of the library-to-library twinning arrangements in the previous section, other twinning-type programmes exist in the areas of education and research. A few examples are listed below.

## Archives

Many of the guidelines in this work can be easily adapted for archive-to-archive twinning programmes. For example, possible goals for twinning arrangements for archives might include:

- exchange of microforms;
- exchange of finding aids and professional publications;
- exchanges that would strengthen staff knowledge of preservation and restoration techniques;
- organisation of joint exhibitions;
- continuing education opportunities through staff exchanges, both individual and group trips;
- preparation of finding aids and documentary publications on topics of common interest;
- shared use of microform equipment;
- cooperative conferences and seminars.

An example of an archive twinning programmes follows:

- The Banque internationale d'information sur les États francophones (BIEF) currently sponsors a programme in Africa whereby National Archives Services are twinned for the purposes of 1) microfilming archival documents that are relevant to more than one government in a given region and 2) training the technicians in the use of the equipment. The two archives services share portable microfilming equipment and are interdependent insofar as training of experts is concerned. This programme is aimed at the reconstitution of national archives collections.

## UNITWIN

Project UNITWIN and its associated UNESCO Chairs Scheme is designed to develop a spirit of solidarity, based on twinning, networking, and other linking arrangements among universities throughout the world. Specifically, it is directed towards making full use of North-South and East-West cooperation in order to establish strong and durable links between higher education and scientific institutions worldwide, and more especially along the South-South axis.

UNITWIN will establish subregional, regional, and inter-regional cooperation networks of higher education and research institutions. Its principal component will be the UNESCO Chairs Scheme intended to provide postgraduate students from the

developing countries with enhanced opportunities for advanced training and research at centres of excellence in key disciplines related to sustainable development. UNESCO Chairs will develop international programmes geared to reinforcing teaching and research capacities in selected disciplines at higher-education institutions, mainly in developing countries.

UNITWIN, in collaboration with the International Council of Scientific Unions and the Third World Academy of Sciences, will

- promote schemes for access to scientific literature for developing countries;
- gather information on needs and offers for books, journals, equipment, and other facilities;
- promote subscription schemes at reduced rates for universities in developing countries;
- strengthen national capacities for the production of books and scholarly publications.

Bibliographic and information databases already created with the support of UNESCO will be expanded and made more widely available to users worldwide.[1]

For detailed information, write to:

Division of Higher Education and Research
UNESCO
7, place de Fontenoy
75700 Paris, France
TELEX: 204461 Paris
FAX: (33 1) 40 65 94 05

## Partners of the Americas

One of Partners of the Americas' most successful efforts to improve education is its University Linkages Program. Solid working relationships have been established between universities in the United States and Latin America. For example, the Federal University of Pernambuco, Brazil, has signed a formal linkage agreement with all 33 of Georgia's state-supported colleges and universities. This is one of more than 40 such agreements existing today in Brazil.

University linkages enable schools to expand and enrich their programmes by:

- exchanging and training faculty and students;
- expanding graduate programmes;
- conducting joint research;
- developing and updating curricula;
- promoting library and database exchanges.

Participating universities are working in such diverse fields as agriculture, administration, forestry, engineering, telecommunications, medicine, and computer science.

For detailed information, contact
Partners of the Americas
1424 K Street, N.W., Suite 700
Washington, DC 20005
U.S.A.
FAX: (1-202) 628-3306

## International Network for the Availability of Scientific Publications

The International Council of Scientific Unions (ICSU) have for some time donated

copies of publications to developing-country institutions and Central and Eastern Europe. In 1990, the Publishing Service of ICSU launched the International Network for the Availability of Scientific Publications (INASP) and opened an office in London. INASP has three immediate objectives:

- to support and strengthen existing programmes involved in the distribution, publication, exchange, and donation of books, journals, and related materials (e.g., maps and charts, audiovisual materials, software and CD-ROM);
- to encourage new initiatives that will increase the availability of quality scientific literature;
- to identify methods that will permit the ongoing and sustainable exchange and distribution of scientific publications.

The network is creating several computerized databases. The first already provides current information on existing sources of donated scientific material and is being expanded to include support to indigenous publishing. The second will provide an inventory of recipient institutions. The network offers a clearinghouse and advisory service and assists in the matching of donors to appropriate recipients and vice versa.

The International Campus Book Link twins universities and research institutes in the United Kingdom with university faculty, department, or main libraries in developing countries to give a targeted mechanism for the provision of materials. It is now housed within the Ranfurly Library Service.

For more information, write
INASP
P.O. Box 2564
London, W5 1ZD
United Kingdom
PHONE: (44 81) 997 3274
FAX: (44 81) 810 9795
E-MAIL: INASP@GEO2.GEONET.DE

**Notes**

[1]UNITWIN promotional material.

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# Appendix 1: Request For a Twinning Partner

*Information Sheet*

| | Library A | Library B |
|---|---|---|
| Name and address | | |
| **Primary contact person**<br>Name<br>Title<br>Phone number<br>Fax number<br>E-mail | | |
| **Collection**<br>Monograph Titles<br>Serial titles | | |
| **Personnel**<br>Number of professionals | | |
| Number of support staff | | |

| | | |
|---|---|---|
| Special collections | | |
| Financial support available | | |
| Desired characteristics/activities of twinning partner | ☐ Collection Development<br>☐ Personnel Exchanges<br>☐ Donation of weeded or duplicate materials<br>☐Other_____ | ☐ Collection Development<br>☐ Personnel Exchanges<br>☐ Donation of weeded or duplicate materials<br>☐Other_____ |
| Language requirements, if any<br><br>For collection<br><br>For personnel | | |

# Appendix 2: Prototype Memorandum of Agreement

The _____ (name of library A) and the

_____(name of library B), agree to form a twinning arrangement.

The primary goals of this arrangement are to improve access to published information, and to gain information about new techniques for library management and new technologies.

Each partner agrees to exchange materials, expertise, and or services for the mutual benefit of each party and the clientele served by each organisation. Materials exchanged should be in the following subject areas and should have publication dates not later than _____.
No charges shall be made for exchanged material, however, cost of shipping materials to partner will be borne by sending library. If materials are damaged or lost in shipping, sending library will send them again, if financially feasible.

Personnel exchanges shall be made for periods of three to six months. Sending library will continue salary and benefits of individuals and receiving library shall provide (or assist in providing) housing and in-country transportation. Transportation to host countries will be borne by sending library.

Signed

_____ _____

on behalf of_____ on behalf of_____

Date_____ Date_____

# Appendix 3: Listing of Sister City/Twinning Organisations

Sister City/twinning organisations seek to affiliate cities around the world in the hope that each city-to-city contact will encourage better international understanding in the fields of education, culture, and economical and social relationships. In many countries, the organisations also offer advice to cities in choosing a sister city, offer document distribution service, sponsor technical assistance programmes, and aid members in undertaking a specific project. Many cities have existing relationships with other cities, and the library may be able to find support here. Listed below are the organisations throughout the world that the authors could locate. This is not a comprehensive listing. Moreover, the information listed below is subject to many changes -- new addresses, new phone numbers, new fax numbers, etc. It is hoped, however, that the reader will find this preliminary in-country information helpful.

**Argentina**
Sister Cities Foundation
LaValle No. 1619, 6th piso A
Buenos Aires 1048
Argentina

**Australia**
Australian Sister Cities Association
P.O. Box 400
Chelsea, Victoria 3196 Australia
PHONE: (61 3) 772 2677
FAX: (61 3) 772 9244

**Austria**
Osterreichischer Gemeindebund
Johannesgasse 15
A-1010 Wien
Austria
PHONE: (43 1) 552 14 80
FAX: (43 1) 513 37 58

Osterreichischer Stadtebund
Rathaus
A-1082 Wien
Austria
PHONE: (43 1) 40 00 899 81
FAX: (43 1) 40 00 71 35

**Belgium**
Section Belge du CCRE
23, boulevard Charlemagne
B-1040 Brussels
Belgium
PHONE: (32 2) 230 97 71
FAX: (32 2) 230 74 56

Union des Villes Communes Belges
53, rue d'Arlen
B-1040 Brussels6 eme Etage
Belgium
PHONE: (32 2) 230 21 70

**Brazil**
Spec. Adv. for International Affairs
Brazilian Institute for Municipal Administration
Largo IBAM, No. 1
Rio de Janiero 2271-070
Brazil
PHONE: (55 21) 266 6622
FAX: (55 21) 537 1262

## Burkina Faso

Comité National de Jumelages
Haut Commissaire de la province de Kadiogo
BP 85
Mairie de Ouagadougou
Burkina Faso
PHONE: (226) 30 68 16

## Cameroon, United Republic of

Ministere de L'Admin. Terr.
Direction des Coll. Pub. Loc.
Yaounde
Cameroon

## Canada

Fédération canadienne des municipalités
24, rue Clarence Street
Ottawa, Ontario
K1N 5P3 Canada
PHONE: (1 613) 237 5221
FAX: (1 613) 237 2965

## China

Chinese People's Association for Friendship with Foreign Countries
1 Taijichang Street
Beijing 100740
China
100740
PHONE: (86 1) 512 2474
FAX: (86 1) 512 8354

## Cyprus

Union of Cyrus Municipalities
P.O. Box 2033
Nicosia
Cyprus
PHONE: (357 2) 45 91 50
FAX: (357 2) 46 72 30

## Czech Republic

Union of Czech Towns and Cities
Svaz mest a obci Ceské Republiky
Pacovska 31
CS-140 00 Praha 4
Czech Republic
PHONE: (42 2) 43 41 20
FAX: (42 2) 43 47 49

## Denmark

Kummunernes Landsforening
National Association of Local Authorities in Denmark
Gyldenloevesgade 11
DK-1600 Kobenhavn V
Denmark
PHONE: (45) 33 12 27 88
FAX: (45) 33 12 23 50

Amtsrådsföreningen i Danmark
Landemaerket 10
DK-1010 Kobenhavn K
Denmark
PHONE: (45) 33 91 21 61
FAX: (45) 33 11 21 15

## Ecuador

Assn. de Munic. Ecuatorianas
Av 10 de Agosto 4612 y Juan Pablo Zana, Casilla Postal No. 1109 Cor. Central
Quito
Ecuador

I.U.L.A.-Capitulo Latino Americano
Edificiao Yuraj Pirca
Pasaje Carlos Ibassa No. 176
Casilla Postal 1109
Quito
Ecuador

## Estonia

Assn. of Estonian Cities
Eesti Linnade Liit
Tallinn 200 001
Vana Viru 2 Estonia
FAX: (7 0142) 44 4897

## Finland

Association of Finnish Local Authorities
Toinen linja 14
SF-0053 Helsinki
Finland
PHONE: (358 0) 771 2020
FAX: (358 0) 771 2069

Finland Svenska Kommunforbundet r f
P.B. 968
SF-00101 Helsinki
Finland
PHONE: (358 0) 13 11 25
FAX: (358 0) 13 11 24 90

Suomen Kunnallisliitto
Albertinkatu 34 C - Box 200
SF-00101 Helsinki
Finland
PHONE: (358 0) 13 11 22 70
FAX: (358 0) 13 11 24 00

## France

Association Française pour le Conseil des Communes et Régions d'Europe, Service des Jumelages
30, rue d'Alsace-Lorraine
F-45000 Orleans
France
PHONE: (33 38) 77 83 83
FAX: (33 38) 77 21 03 or (33 38) 77 20 75

Mission de Liaison Aupres des Organisations non-gouvernementales
3, avenue de Lowendal
F-75007 Paris
France
PHONE: (33 1) 45 55 95 40

Fédération Mondiale des Cités Unies et Villes Jumelées
Comité National de Jumelage
10, Cité Vaneau
F-75007 Paris
France
PHONE: (33 1) 47 53 03 23
FAX: (33 1) 47 53 72 19

Fédération Mondiale des Cités Unies et Villes Jumelées (F.M.V.J.)
22 rue d'Alsace
92532 Levallois Perret-Cedex
France
PHONE: (33 1) 47 39 36 86
FAX: (33 1) 47 39 36 85

Cités Unies France
60, rue de la Boetie
75008 Paris
France
PHONE: (33 1) 45 61 24 54
FAX: (33 1) 45 63 26 10

## Germany

Rat der Gemeinden und Regionen Europas
Deutsche Sektion
Kaiserswertherstrasse 199/201
D-4000 Düsseldorf Golzheim
Germany
PHONE: (49 211) 45 87 223
FAX: (49 211) 45 87 211

Deutscher Städtetag
Lindenallee 13-17
50968 Koln
Germany
PHONE: (49 221) 3771-261
FAX: (49 221) 3771-128

Deutscher Landkreistag
Adenauerallee 136
53113 Bonn
Germany
PHONE: (49 228) 22 80 30
FAX (49 228) 22 80 350

**Germany**, con't
Deutscher Städtetag
Lindenallee 13-17
53173 Bonn
Germany
PHONE (49 228) 3 77 10
FAX (49 228) 3 77 11 28

## Greece

Central Union of Municipalities and Communities of Greece (KEDKE)
8, Genadiou Street
Athens 106 78
Greece
PHONE (30 1) 364 04 80 or (30 1) 64 50 712
FAX (30 1) 362 08 07

## Hungary

Belugyminiszterium
Onkormanyzati Foosztaly
1903 Budapest, Pf 314/19
Hungary
PHONE (36 1) 117 2619
FAX (36 1) 117 3914

Magyar Önkormanyzati
Szövetségek ETRT
Kepviselete
Kossuth ter 1 - Tagletszam 18
Kecskemet 6000 Hungary
FAX (36 76) 481 457
PHONE (36 76) 481 066

Egyesult Varosok Vilagszovetsege
Magyar Nemzeti Bizottaga
Polgar Mestri Hivayal/Szabadsag Ter 7
H 2100 Godollo
Hungary
PHONE (36 36) 28 20 004
(36 36) 28 20 005
FAX (36 36) 28 30 180

## Iceland

Samband islenskra sveitarfélaga
Háaleitisbraut 11 - Postholf 8100
IS-128 Reykjavik
Iceland
PHONE (354 1) 91 83 71 1
FAX (354 1) 68 78 66

## India

All India Inst Loc Self-Govt
Sthanikraj Bhavan, C D
Bartiwala Marg, Andheri (West)
Bombay 400058
India

## Indonesia

InterIndonesian Munic Org
Blok G 22 Floor Balai Kota DKI
Jl Merdeka Selatan 8-9
Jakarta 10110
Indonesia
PHONE (62 21) 3720 009
FAX (62 21) 354 447

## Ireland

(Local Government Unit)
Institute of Public Administration
57/61 Lansdowne Road
IRL-Dublin 4
Ireland
PHONE (353 1) 668 62 33
FAX (353 1) 668 91 35

General Council of County
Councils of Ireland
Mac Cann House
99 Marlborough Road
Donnybrook
IRL-Dublin 4
Ireland
PHONE (353 1) 97 82 44
FAX (353 1) 97 39 55 or
(353 1) 96 64 60

**Ireland**, con't
Association of Municipal Authorities of Ireland
Council Offices
IRL-Fermoy County Cork
Ireland
PHONE: (353 25) 31 33 7
FAX: (353 25) 32 33 1

**Israel**
Merkaz Hashilton Hamekomi Be-Israel
3 Heftmann Street
PO Box 20040
IL-Tel Aviv 61200
Israel
PHONE: (972 3) 691 92 41 or
(972 3) 695 50 24
FAX: (972 3) 696 74 47

**Italy**
Consiglio dei Comuni e
delle regiono d'Europa
Piazza di Trevi 86
I-00187 Rome
Italy
PHONE: (39 6) 699 40 461
FAX: (39 6) 679 32 75

Associazione Nazionale dei
Communi Italiani
Via dei Prefetti 46
I-00186 Rome
Italy
PHONE: (39 6) 68 00 91
FAX: (39 6) 678 35 47

United Towns Italian Committee
Via Della Pisana 1301
00163 Roma
Italy
PHONE: (39 6) 686 92 93
FAX: (39 6) 689 69 43

**Ivory Coast**
Union des Villes et Communes de Cote d'Ivorie
01 B.P. 6534
Abidjan 01
Ivory Coast
PHONE: (225) 32 71 34 or
(225) 32 81 56

**Japan**
Japan Municipal League for International Friendship (JAMLIF)
4-2 Hirakawacho 2-chome
Chiyoda-ku
Tokyo 102
Japan
PHONE: (81 3) 262 2302
FAX: (81 3) 261 5535

**Kenya**
Kenya One World Linking Association
Kabete Technical Training Institute
P.O. Box 29010
Kabete
Kenya

**Luxembourg**
Association des Villes et Communes
11, boulevard Grande Duchesse Charlotte
L-1331 Luxembourg
PHONE: (352) 44 36 58
FAX: (352) 45 30 15

**Mali**
Comité National de Jumelages
Gouverneur du district de Bamako
BP 256
Bamako
Mali
PHONE: (223) 22 29 46
FAX: (223) 22 55 40



4E

## Mexico

Mexico Sister Cities
Juarez No. 30 (Antas La Fama)
Taxco de Alarcon GRO 40230
Mexico
PHONE: (52 762) 2 00 82
FAX: (52 762) 2 43 53

## Netherlands

Raad der Europese Gemeenten
en Regio's
Batterijstraat 36 A
NL-6211 SJ Maastricht
Netherlands
PHONE: (31 43) 25 02 45
FAX: (31 43) 21 77 42

Vereniging van Nederlandse
Gemeenten
Nassaulaan 12 - Postbus 30435
NL-2500 GK The Hague
Netherlands
PHONE: (31 70) 373 83 93
FAX: (31 70) 363 56 82

International Union of Local Authorities
Wassenaarweg 39
NL-2596 CG The Hague
Correspondence address:
P.O. Box 90646
LP The Hague
Netherlands
PHONE: (31 70) 324 40 32
FAX: (31 70) 324 69 16

## New Zealand

Sister Cities of New Zealand, Incorporated
P.O. Box 747
Whakatane 3080
New Zealand
PHONE & FAX: (64) 7 312 4478

## Norway

Norwegian Association of Local Authorities
Kommunenes Sentraitforbund
Haakon VII's gate 9, N-0161 Oslo
Correspondence address:
Postboks 1378
N-0114 Oslo
Norway
PHONE: (47 2) 94 77 00
FAX: (47 2) 83 22 22

## Philippines

Philippine Sister City Association
S-309 PICC Building
CCP Complex, Roxas Blvd
Manila
Philippines
PHONE: (63 2) 832 03 09
FAX: (63 2) 233 2179

## Poland

National Assembly of Local
Authorities
Aleja Niepodleglosci 18
60-967 Poznan
Poland
PHONE: (48 61) 52 60 07
FAX: (48 61) 52 26 29

Association of Polish Cities
Stary Rynek 80/82
61-772 Poznan
Poland
PHONE: (48 61) 53 08 13
FAX: (48 61) 53 08 14

Polish Small Towns Association
Modlinska 152
05-110 Jablonna
Poland
PHONE: (48 22) 74 37 95
FAX: (48 22) 74 37 95

## Portugal

Associação Nacional de Municipios Portugueses
Av. Marnoco e Sousa 52
P-3000 Coimbra
Portugal
PHONE: (351 39) 72 32 34
FAX: (351 39) 70 18 67 or
(351 39) 70 17 60

Goberno Regional dos Açôres
P-9500 Ponta Delgada
Portugal
PHONE: (351 96) 263 61
FAX: (351 96) 268 50

## Romania

Romanian Federation of Muns
Politecnicci Streete No. 2
Bucharest
Romania
PHONE: (40 0) 71 95 76

Orasele Unite dim Romana
Primaria Municipiului Sinaia
Bd. Carol 1 NR 47
Sinaia 2180
Judetul Prahova
Romania
PHONE: (40) 97 31 17 88
FAX: (40) 97 31 45 09

## Russia

Russischer Städteverband
13 Tverskaya str.
Moscow 103032
Russia
PHONE: (7 095) 284 36 40
FAX: (7 095) 200 22 65

## Saudi Arabia

Organization of Islamic Capitals and Cites
General Secretariet
P.O. Box 13621
21414 Jeddah
Saudi Arabia
PHONE: (966 2) 665 58 96 or
(966 2) 665 63 88
FAX: (966 2) 665 75 16

## Serbia

Stelna Konferencija Gradova i Opstina
Makedonska 22/VIII
POB 787
YU-11000 Belgrade
Serbia
PHONE: (3811) 3 23 44 69
FAX: (3811) 32 12 15

## Slovakia

Zdruzenie miest a obci Slovenska
Zelezniciarska 13
SK-81104 Bratislava
Slovakia
PHONE: (42 7) 49 87 13
FAX: (42 7) 49 79 28

Feferacie Spojenych Miest
Mestky Urad
05842 Poprad
Slovakia
PHONE: (42) 92 635 35
FAX (42) 92 626 45

## Spain

Federación Española de Municipios
y Provincias
Calle del Nuncio, 8
E-28005 Madrid
Spain
PHONE: (34 1) 365 94 01
FAX: (34 1) 365 54 82

**Spain**, con't
Communidad Autonoma de Murcia
Calle Villaeal No 1
E-3001 Murica
Spain
PHONE: (34 68) 36 22 57
FAX: (34 68) 21 69 95

Euskadiko Udalen Elkartea
Plaza del Ensnche 5, 1
E-48011 Bilbao
Spain
PHONE: (34 4) 423 15 00
FAX: (34 4) 424 39 47

Asociación Catalana de Municipios
Rambla de Catalunya 15, 3r 2a
E-08007 Barcelona
Spain
PHONE: (34 3) 301 86 00
FAX: (34 3) 318 97 86

Asociación Aragonesa de Municipios
Po Sagasta 17 1 Dcha
E-50008 Zaragoza
Spain
PHONE: (34 76) 22 00 29
FAX: (34 76) 23 65 51

## Sweden

Federation of Swedish County Councils
Landstingsförbundet
Box 70491
S-107 26 Stockholm
Sweden
PHONE: (46 8) 702 43 00
FAX: (46 8) 702 45 47 or
(46 8) 702 45 90

Swedish Association of Local Authorities
Svenska Kommunförbundet
Hornsgatan 15
S-116 47 Stockholm
Sweden
PHONE: (46 8) 772 41 00
FAX: (46 8) 772 46 12

## Switzerland

Conseil des Communes et régions
d'Europe
Section Suisse
Hôtel de Ville
CH-1002 Lausanne
Switzerland
PHONE: (41 21) 315 22 28
FAX: (41 21) 323 47 63

## Tunisia

Federation of Tunisian Cities
Hôtel de Ville
Avenue de Carthage
Tunis
Tunisia

## Turkey

I.U.L.A. Emme Istanbul Center
Sultanahmet
Yerebatan Cad 2
Istanbul
Turkey
PHONE: (90 1) 522 44 75 or
(90 1) 511 10 10
FAX: (90 1) 522 44 76

## Ukraine

Ukrainian Association of Twinned Cities
36/1 Melnikova Str.
Kiev 252119
Ukraine
PHONE: (7 044) 211 44 92
FAX: (7 044) 212 85 44

## United Kingdom

Local Government International Bureau
35 Great Smith Street
London SW1P 3BJ
United Kingdom
PHONE: (44 71) 222 1636
FAX: (44 71) 233 2179

**United Kingdom**, con't

Convention of Scottish Local Authorities
Rosebery House
9 Haymarket Terrace
Edinburgh EH12 5XZ
United Kingdom
PHONE: (44 31) 346 12 22
FAX: (44 31) 346 00 55

National Association of Local Authorities
of Northern Ireland
123 York Street
Belfast BT15 1 AB
United Kingdom
PHONE: (44 232) 24 92 86
FAX: (44 232) 23 32 10

## United States of America

Sister Cities International
c/o Town Affiliation Association of
United States
120 South Payne Street, Suite 400
Alexandria, VA 22314 U.S.A.
PHONE: (1 703) 836 3535
FAX: (1 703) 836 4815

## Zimbabwe

Urban Cncls Association Zimbabwe
P.O. Box 23
Harare
Zimbabwe
PHONE: (263 4) 70 25 91 or (263 4)
72 16 23

# Appendix 4: Guide to Donation Programmes

If you have located an organisation that is willing to send useful and appropriate material or if you are willing to send materials, the primary concern will be funding the cost of shipping the materials. Listed below are several guides which provide current information on existing sources of donated material. Some organisations also serve as clearinghouses and advisory services to assist in matching donors to appropriate recipients and vice versa. These guides and directories should be consulted first to build professional relationships and to share information. Once sound relationships have been established partners can appreciate and understand needs and respond to them in more meaningful ways.

## Directories or sources of information for donation programmes

Childs, William M. *American Donated Books Abroad: A Guide to Distributing Organizations*. Washington, D.C.: American International Book Development Council, 1986. 49 pp.

The American International Book Development Council develops programmes aimed at facilitating the exchange of books and information around the world. *American Donated Books Abroad* is the result of a study, funded in part by the United States Information Agency, of 36 private voluntary organisations that collect and distribute American books abroad. Each organisation is represented by a brief outline consisting of basic information (contact person, address, principal activity), as well as other information including content selection policy. Programmes profiled vary widely in scope, size and shape.

Contact: American International Book Development Council, 1319 Eighteenth Street, N.W., Washington, DC 20036, PHONE: (1-202) 296-6264, FAX: (1-202) 296-5149.

ISBN: 1-877965-00-6. Copies are $7.95 each plus $2.50 shipping and handling unless prepaid.

*Donated Book Programs: A Dialogue of Partners Handbook*. Washington, DC: Library of Congress, 1993. 104 pp.

This book is based on the proceedings of the Dialogue of Partners International Workshop on Donated Books, which was organised by United Nations Educational, Scientific, and Cultural Organization (UNESCO), Canadian Organization for Development through Education (CODE), and the International Book Bank (IBB) and was held in Baltimore, Maryland in the United States, on 14-16 September 1992. The meeting's purpose was to encourage greater effectiveness in donated book programmes by bringing together representatives of the various participants — programme administrators, funders, book donors, distributors, and recipients. Ninety-five delegates from 44 countries attended the meeting. The resulting publication contains many useful ideas, recommendations, and guidelines. Part 1 summarizes the proceedings

of the workshop and part 2 is a practical guide for implementing a donated book programme. Part 3 is a directory listing the workshop participants along with their addresses, telephone numbers, and a brief description of their organisations.

Contact: The Library of Congress, Center for the Book, 101 Independence Ave., S.E., Washington, DC 20540; PHONE: (1-202) 707-5221; FAX: (1-202) 707-9898.

The price of the publication is $6.95. Please add $3.50 per order (1 to 4 copies) if ordering by mail. Credit card orders may be placed by phone. Call (1-202) 707-6095 to place orders or for more information.

Greenberg, Janet. *ACLS Manual for International Book and Journal Donations*. New York: American Council of Learned Societies, 1993. 109 pp.

The American Council of Learned Societies (ACLS) is a federation of American professional organisations in the humanities and the social sciences. This manual was developed at the request of ACLS members to identify existing resources to help them donate relevant printed materials to libraries. It also describes processes that member groups may use to donate materials, and profiles intermediary (or material — collecting) organisations as well as existing donation programmes. The manual provides some guidance on practical as well as philosophical aspects of materials donation.

Contact: American Council of Learned Societies, 228 East 45th Street, New York, NY 10017-3398, PHONE: (1-212) 697-1505, ext. 131; FAX: (1-212) 949-8058; E-mail: JJGLS@CUNYVM or JJGLS@CUNYVM.CUNY.EDU. ISBN: 096327922X

*1992 Directory of Western Organizations Assisting Book Culture in Central and Eastern Europe and the Commonwealth of Independent States*. New York and London: PUBWATCH and the Publishers Association, 1993. 72 pp.

This directory lists various Western agencies that have initiated assistance efforts in the fields of education, information, rights acquisition, and book supply. It provides descriptions of and contact information for 39 programmes in eight Western countries. The *Directory* is available at no charge.

Contact: PUBWATCH, 350 West 85 Street, New York, NY 10024, U.S.A.; PHONE: (1-212) 362-4618, FAX: (1-212) 362-5011 or the Publishers Association, 19 Bedford Square, London, WC1B 3HJ, United Kingdom; PHONE: (44 71) 580 6321; FAX: (44 71) 636 5375.

Peace Corps of the United States. *Sources of Books and Periodicals for Schools and Libraries for Peace Corps Volunteers*. Washington, D.C.: Peace Corps, 1991. 33 pp.

This directory is designed to guide Peace Corps volunteers in their efforts to assist host countries in the development of community or school libraries and resource centres. It includes general suggestions for mounting a book drive, hints for coordinating the collection and shipping of materials to the recipient country, and profiles of 28 organisations (mostly U.S.-based) that might assist in the effort. Organisations profiled work with materials at every level of reading and instruction, and focus on general readers. Like other directories of donation programmes listed here, programmes vary greatly in size, shape, and mission.

Contact: Peace Corps of the United States, Information Collection & Exchange, 1990 K Street, NW, Washington, DC; PHONE: (1-202) 606-3086; FAX: (1-202) 606-3024.

Priestley, Carol. *INASP Directory 1993*. London: International Network for the Availability of Scientific Publications, 1993. 133 pp.

This directory is a print version of one of the referral databases being created by the International Network for the Availability of Scientific Publications (INASP). Based in London, the network was recently established under the International Council of Scientific Unions (ICSU), and receives support from the European Commission (EC), ICSU and UNESCO. The goal of the network is to provide a clearinghouse, supported by online databases, "to arrange the publication and flow of scientific literature," and eventually to use its access to experts in advanced literature production to assist efforts in countries with fewer resources.

The network has created two referral databases. The first is designed to provide current information on existing sources of donated scientific literature and on support to low-cost and indigenous publications. The second provides an inventory of recipient institutions. A total of 120 organisations and agencies involved in donations are profiled: about 30 are based in the United States, while the majority are based in the United Kingdom and other European countries. Many are international in base and scope. While the emphasis is on higher education, groups with broader mandates are also included. The database is updated and expanded on a regular basis, and the *Directory* will be published on an annual basis.

Contact: Carol Priestley, International Network for the Availability of Scientific Publications, P.O. Box 2564, London W5 1ZD, United Kingdom; PHONE: (44 81) 997-3274; FAX: (44-81) 810-9795; E-mail: INASP@GEO2.GEONET.DE.

Rowbotham, Graham. *Commonwealth Higher Education Support Scheme (CHESS): Directory of Available Resources from Donor Agencies for Books, Journal and Library Development*. London: Commonwealth Secretariat, 1991. 100 pp.

This directory profiles 90 organisations based mainly in the United Kingdom, but also includes other European countrie as well as organisations in Australia, the United States, and Japan which facilitate donation of books and journals, or which contribute to library and book development abroad in other ways. Groups included represent a broad range of bilateral and multilateral donor agencies, professional bodies and associations, learned societies, and foundations. The first section focuses on donor agencies that work in specialized subject areas (architecture, biology, chemistry, law, etc.). The second lists organisations that offer other important support services, such as funding, training, publications exchange, support for indigenous publishing, coordination, and clearinghouses. A brief introduction outlines questions a potential recipient should answer before approaching organisations for help.

The purposes of the directory are to facilitate communication among existing donor agencies (sometimes operating with the same goals in the same regions but with little or no knowledge of one other), and to assist potential recipients in the search for donated materials and services. Because of its international scope, this directory provides an interesting look at the range of donor organisations -- large, small, public, and private -- currently working in this field. More coordination among them, and less duplication of services, is the long-term goal that this directory seeks to encourage.

Contact: Commonwealth Secretariat, Education Programme, Human Resource Development Group, Marlborough House, Pall Mall, London, United Kingdom, SW1Y 5HX, PHONE: (44 71) 839-3411; FAX: (44 71) 930-0827.

## Organisations involved in donation programmes

Books and journals are donated or exchanged in a variety of ways. The organisations below, for the most part, collect donated materials from a variety of sources and send the materials, or arrange to have them sent to receiving libraries in other countries.

The *ACLS Manual for International Book and Journal Donations*, written by Janet Greenberg and published by the American Council of Learned Societies, identifies five groups of people/organisations involved in book and journal donations. The list has been adapted and used to classify the organisations in the following manner:

**F - Funders:** Organisations providing funding for other groups to use.

**D- Donors**: Publishers, individuals and organisations that donate books for distribution in other countries.

**S - Senders/Suppliers**: Intermediary groups that collect books from donors and send (or have them sent) the materials to recipients in other countries, primarily libraries.

**DD - Distributors:** Organisations in, or acting on behalf of, a specific country that collect or solicit donations. At times the solicited donations are in response to requests from the receiving libraries for specific titles.

**R - Recipients**: Primarily libraries and other educational institutions.

The above terms will be used to identify the type of organisation involved in book donation programmes. The following list is not comprehensive; rather, the organisations selected typically have well-established programmes with book donations of significant quality and quantity. Moreover, the information below is subject to many changes -- new addresses, new phone numbers, new fax numbers, E-mail address changes, etc. It is hoped, however, that this preliminary information is helpful; readers should consult with the previously listed directories (for example, the one published by the International Network for the Availability of Scientific Publications) for more recent information.

**African Books Collective Ltd. — (S)**
The Jam Factory
27 Park End Street
Oxford OX1 1HU
United Kingdom
PHONE: (44 865) 726686
FAX: (44 865) 793298 or (44 865) 311534
E-mail: RLS@GN.APC.ORG

A book donation scheme established in 1991 to enable books from 40 African publishers to reach the shelves of 12 major academic libraries in Africa — libraries which have thus far been unable to purchase African books published outside their own country because of the chronic foreign exchange constraints.

**Agence de Coopération Culturelle et Technique (ACCT) — (S)**
13, quai André Citroen
75015 Paris
France
PHONE: (33 1) 44 37 33 00
FAX: (33 1) 45 79 14 98

The ACCT is an intergovernmental organisation that promotes cultural and technical cooperation between Francophone countries. Among ACCT's diverse activities is the CLAC (Centres de lecture et d'animation culturelle) programme. With this programme, ACCT promotes general reading by establishing libraries and cultural animation centres in rural areas. At present there are 117 libraries and animation centres in the CLAC programme. ACCT provides approximately 60,000 donated books to the CLAC-supported libraries.

**Ahfad University for Women — (DD)**
Maktabt Elhafeed - Educational and Research Institute - Library
P.O. Box 167
Omdurman, Sudan
PHONE: 249-11-53363

The institute, in addition to providing library, information, and reference services to the university, is responsible for organising book fairs, distributing books to other institutions, exchanging publications, and disseminating information on book availability in Sudan. The library handles approximately 75,000 books a year. The institute works with the Sudan-American Foundation for Education, Inc.

**American Association for the Advancement of Science (AAAS) — (S/D/DD)**
Journal Distribution Program
1333 H St., N.W.
Washington, DC 20005 U.S.A.
PHONE: (1-202) 326-6427
FAX: (1-202) 289-4958
E-Mail: BBOSWELL@AAAS.ORG

In June 1993, with support from the John D. and Catherine T. MacArthur Foundation, AAAS began to send copies of over 135 journals published by 17 U.S. scientific societies to major

science and technology libraries, as well as to medical libraries, in Belarus, Russia, and Ukraine. This amounts to over 18,000 journal copies being distributed to these republics per year. The shipping and delivery arrangements are handled by Matrix International Logistics, Inc., a U.S.-based distribution company which has extensive experience in delivering humanitarian relief materials and cargo to countries in the former Soviet Union, and to other regions in the developing world. Matrix inventories the journals at its domestic facility in Virginia, airlifts the journals to its facility in Russia; clears the journals through customs in each city, and delivers journals to the institutional sites.

Some publishing societies receive reimbursement for the marginal cost of producing extra copies of each journal while other societies have offered to donate their journals. All societies absorb the cost of shipping their journals domestically to Matrix's Alexandria facility. Each recipient institution is required to submit a report every six months, that is, three times during the period of this two-year project, to confirm receipt of the journals, patterns in usage, and any circumstances that would warrant adjustments in the project.

**American Bar Association (S/D)**
Central & East European Law Initiative
Library Project
1800 M Street, N.W., Suite 200 South
Washington, DC 20036 U.S.A.
PHONE: (1-202) 331-2619
FAX: (1-202) 862-8533

The American Bar Association Central and East European Law Initiative (CEELI) is providing assistance with the development of law libraries to the countries of Central and Eastern Europe and the Newly Independent States of the former Soviet Union (NIS). The Library Project is a component of CEELI's effort to build information infrastructure in these countries and to respond to their need for legal resources as they undertake broad legal reforms.

In Central and Eastern Europe, the collections will be located at CEELI Law Centers and law schools. Other sites will hold collections in the NIS. All collections will be open to the public. The libraries will serve as research centres for lawyers, law professors, judges, government officials, and law students in the various host countries.

With the assistance of a working group of law librarians and attorneys and the advice of CEELI's attorney liaisons in Central and Eastern Europe and the NIS, CEELI has developed a core list of legal materials that it believes will be most useful to the countries of the two regions. CEELI is interested in obtaining materials on this core list, as well as subscriptions to legal periodicals. CEELI also hopes to establish a fund to provide for annual supplements, CD-ROM, and the translation of core legal texts into host-country languages.

### American Czech-and-Slovak Education Fund (ACSEF) — (S)

169 Nassau Street
Princeton, NJ 08540 U.S.A.
PHONE: (1-609) 497-2955
FAX: (1-609) 497-3906

The aim of this programme is to replenish university and research libraries in the Czech Republic and Slovakia by sending carefully monitored donations of books and journals in major academic fields. The programme is supported by the Andrew Mellon Foundation, the United States Information Agency, Czechoslovak Airlines, the Sabre Foundation, and many publishers, university libraries, and individuals. Most of the shipped literature is donated, but ACSEF also purchases selected titles and arranges subscriptions to scientific and scholarly journals. Since late 1991, ACSEF has shipped about 40,000 individual volumes with a value of almost $1 million. In addition to its Library Program, ACSEF has also arranged for donations of computer equipment, has awarded over a dozen travel grants during 1992, and is serving as an information centre.

### The Asia Foundation — (S/D)

Books for Asia
451 Sixth St.
San Francisco, CA 94103 U.S.A.
PHONE: (1-415) 982-4640
FAX: (1-415) 543-8131

The Asia Foundation's Books for Asia programme distributes an average of one million books and journals a year to over 8,000 libraries, schools, universities, research centres, and government agencies throughout the Asia-Pacific region. Since its creation in 1954, the programme has shipped more than 32 million volumes to over 36 countries. Based on requests from Asia Foundation representatives in the region, the Books for Asia staff in San Francisco prepares special collections of books, most of which are donated by U.S. publishers. These collections are shipped from a San Francisco warehouse to the foundation's field offices and book-distribution centres in Asia and the Pacific, where grantees may select the books and journals that their institutions need. Field offices are located in Bangladesh, Cambodia, Fiji, Indonesia, Korea, Malaysia, Mongolia, Nepal, Pakistan, Philippines, Sri Lanka, and Thailand.

### Australian Centre for Publications Acquired for Development (ACPAD) (S)

c/o International Development Program of Australian Universities and Colleges
GPO Box 2006
1-5 Geils Court Deakin
Canberra, ACT 2601
Australia
PHONE: (61-62) 85-8222
FAX: (61-62) 85-3036

ACPAD was established in 1982 to collect surplus academic books and journals in Australia for distribution to tertiary libraries in developing countries in Southeast Asia and the Pacific.

The central ACPAD programme, currently operating in Indonesia, the Philippines, Thailand,

and Malaysia, is funded by the Australian International Development Assistance Bureau (AIDAB), through the International Development Program of Australian Universities and Colleges Limited.

The Cultural Relations Branch, Department of Foreign Affairs and Trade, and Australian diplomatic missions contribute funds for irregular shipments to countries outside this central programme.

Donors to ACPAD include Australian tertiary institutions, business houses, professional societies, libraries, and individuals. Each year over 3,000 cartons of books and journals are sent to more than 70 overseas institutions.

## Biblionef

Biblionef is a nongovernmental organisation/foundation in France, Netherlands, and Portugal established to provide new books for children and young people in areas where books are in short supply. Biblionef procures and ships books, provides assistance in establishing and maintaining libraries, and organises competitions for the writing and publishing of books for children and youth.

### Biblionef France (S)

c/o Automobile Club du Sud-Ouest
8 place des Quinconces
33000 Bordeaux
France

Banque de Neuflize
Schlumberger
Mallet
3, Ave. Hoche
75008 Paris

### Biblionef the Netherlands Foundation (S)

Raaphorstlaan 16
2245 BG Wassenaar
F. van Lanschot Bankiers N.V.
Lange Voorhout 32, The Hague
Netherlands

### Biblionef Portugal (S)

Secretary General
4, rua do Sacramento à Lapa
1200 Lisbon
Portugal
PHONE: (351 1) 396 1163/64
FAX: (351 1) 396 6436

### Books for Africa (BFA) — (S)

5233 Silver Maple Circle
Minneapolis, MN 55343 U.S.A.
PHONE: (1-612) 939-9889
FAX: (1-612) 433-5012

BFA is a nonprofit organisation whose goal is to assist in the elimination of the book famine in Africa. BFA procures and ships books to indigenous, nongovernmental, partner organisations in recipient countries. The local partners receive and distribute books to libraries and schools. It handles 500,000 books a year.

### Bridge to Asia Foundation — (S)

1214 Webster Street, Suite F
Oakland, CA 94612 U.S.A.
PHONE: (1-510) 834-3082 or (1-510) 834-1919
FAX: (1-510) 834-0962

The Bridge to Asia Foundation donates informational materials, scientific and medical equipment, U.S. training, and funds to institutions and individuals in the People's Republic of China, the Philippines, Vietnam, Cambodia, and Mongolia and other developing countries. The goal is the "transfer of information and knowledge," not commodity-oriented book donation. Bridge to Asia relies on large-scale book drives among networks of professionals and academics (such as the American Council of Learned Societies), publishers, used book wholesalers, and others for contributions. It has set up three distribution centres in university libraries in China, with the support of the China State Education Commission: Tongji University, Shanghai; Dalian University of Technology, Dalian; and Qingdao Ocean University, Qingdao. These reach a total of 500 other universities. Librarians at the three centres sort materials by category and send lists of available donations to their network of recipients, inviting them to choose books for their institutions. Recipients pay transfer fees. Bridge to Asia works in the Philippines through its own offices and staff and is establishing centres and distribution networks in Indochina using models similar to that developed in China. It is also beginning a document-delivery service to transfer information electronically to Asian locations.

### The British Council — (S)

Medlock Street
Manchester M15 4PR
United Kingdom
PHONE: (44 61) 957-7000
FAX: (44 61) 957-7111

The purpose of the British Council is to promote a wider knowledge of the United Kingdom and the English language and to encourage cultural, scientific, technological, and educational cooperation between the United Kingdom and other countries. The council pursues its purpose through cultural relations and the provision of development assistance. Its five main activities include helping people to study, train, or make professional contacts in Britain and enabling British specialists to teach, advise, or establish joint projects abroad, teaching English and promoting its use, providing library and information services, promoting British education, science, and technology, and making British arts and literature more widely known. As part of its development assistance work, the council supplies educational materials on behalf of the

Overseas Development Administration (ODA) to projects throughout the developing world. Council offices overseas also provide materials to local educational institutions through the donation of withdrawn library books and exhibition stock and through small presentations.

### Brother's Brother Foundation (BBF) — (S)

824 Grandview Ave
Pittsburgh, PA 15211 U S A
PHONE (1-412) 431-1600
FAX (1-412) 431-9116

BBF was established in 1958 and has delivered $370 million in long-term development aid and short-term disaster relief to 90 countries on five continents. BBF has been shipping new and used textbooks since 1969 to over 15 countries per year. In 1992, BBF shipped 2 1 million books worth $28 million. Through the generosity of individuals, publishers, vendors, school districts, and universities, new and used books are donated for shipment overseas. All books are screened to ensure that they are usable and relevant. Currently, 15 percent of donations are used books and 85 percent are new. They cover a wide variety of educational topics and grade levels. Once a recipient is established, BBF makes available a book list for the recipient to select titles and quantities. Shipments are usually by bulk or container load (20,000 books).

### Canadian Organization for Development through Education (CODE) (S)

321 Chapel St.
Ottawa, Ontario K1N 7Z2
Canada
PHONE (1-613) 232-3569
FAX: (1-613) 232-7435

Founded in 1959, CODE's overall mission is to help create a sustainable literate environment in the developing world. This is done by collaborating with local governments, nongovernmental organisations, community groups, and the private sector in making available reading and learning materials, and in supporting infrastructures that encourage such an environment. CODE tries to establish a balance between the supply of hardware (i e , books, equipment, paper) and software (e g , training) and the enhancing of institutional capacity and self-reliance, especially with regard to publishing groups and libraries. For its Book Program, CODE receives books from Canadian and U S sources. Donated book activities are a major component of CODE's overseas assistance efforts. Shipments to CODE's partners in developing countries are coordinated by the CODE Development Program Department. CODE's programme countries are: Caribbean Region: Belize, Guyana, Haiti; West Africa: Burkina Faso, Ghana, Guinea, Mali, Senegal; East Africa: Ethiopia, Kenya, Tanzania, Uganda; Southern Africa: Malawi, Mozambique, Zambia, Zimbabwe. CODE has special contracts in Cambodia and the South Pacific (Papua New Guinea, Kiribati, Vanuatu, and Solomon Islands).

**Darien Book Aid Plan, Inc. (S)**
1926 Post Road
Darien, CT 06820 U.S.A.
PHONE: (1-203) 655-2777
FAX: (1-203) 656-3939

In existence since 1949, the Darien project's purpose is to promote peace, understanding, and friendship by the free distribution of books. One hundred sixty-seven countries have requested and received books, over 1,318 tons to date. More than 40 letters are answered each week with a gift of books.

**Des Journaux pour la Roumanie et la Bulgarie (DJR) (DD)**
73, rue des Gravillers
75003 Paris
France
PHONE: (33-1) 40-29-93-13
FAX: (33-1) 42-78-00-02

DJR., a nonprofit association, was created in July 1990 to distribute in Romania unsold copies of French magazines. This activity was extended to Bulgaria in June 1991 and now also includes the distribution of books. DJR. expects to be operating in Albania, Macedonia, and other countries. The aim of the organisation is to improve access to written information from Western countries, including German-language books and periodicals. By collecting — or buying for symbolic prices — various types of publications, DJR. can offer these products in local currencies for a fraction of their normal price. In 1991, DJR. distributed over 1.2 million magazines through a network of 25 bookshops in Romania and five in Bulgaria.

**Direction de la Lecture Publique (DLP) (DD)**
Ministère de la Culture
39, rue Asdrubal
1002 Tunis
Tunisia

Postal address:
rue BP, App. 2B
IM 91 Cité Olympique
1003 Tunis
Tunisia
PHONE: (216-1) 782-552
FAX: (216-1) 797-752

The DLP is part of the Ministry of Culture. Its responsibilities include managing of the 250 public libraries in Tunisia, the creating more than 1,000 libraries across the country, procuring and distributing reading material within its network, conducting research and study, training in the fields of information and library science, publishing legislation-related information, and participating in a national and international matters related to public reading. The DLP handles 2,000 books and journals a year.

## Deutsche Forschungsgemeinschaft (DFG) (S)

Kennedyalle 40
53175 Bonn
Germany
PHONE: (49 228) 8851
FAX: (49 228) 885-2221

Deutsche Forschungsgemeinschaft or the German Research Society is a national self-governing organisation for the interests of the academic community. Under its by-laws it is to "promote research in all branches of science and the humanities." It supports and coordinates research projects in every area of the humanities, social sciences, biological sciences, medicine, the physical sciences, and engineering, particularly in the areas of basic and applied research. The German Research Society represents the German academic community in international organisations.

For book and periodical donations to other foreign scientific institutions the DFG spent 1.8 million German marks in 1992 from a special budget provided by the Foreign Office of the Federal Republic of Germany. The programme's main goal is to supplement foreign collections abroad with German scientific literature. In addition, about 113,200 German marks provided by the Ministry of Economic Cooperation were spent on the acquisition/distribution of non-German scientific literature in the fields of science and technology. In 1992 the DFG received 713 applications for the literature donation programme; of these 476 applications were accepted. For periodical subscriptions about 680,000 German marks were spent in 1992. Two hundred seventy-one partners were supplied with periodical subscriptions. The DFG received applications for the donation programme from 112 countries. Eastern and Middle European countries were given special priority because of their high demands.

## East and Central Europe Journal Donation Project (S)

Professor Arien Mack
New School for Social Research
Graduate Faculty of Political and Social Science
65 Fifth Avenue
New York, NY 10033 U.S.A.
PHONE: (1-212) 229-5789
FAX: (1-212) 229-5476
E-mail: 76500,345@COMPUSERVE.COM

The aim of this project is to send scholarly journals to libraries in Eastern and Central Europe where students and professors will have the greatest possible access to them. The project was begun in the winter of 1991 and receives funding from the Andrew Mellon Foundation, the Soros Foundation, and the United States Information Agency. Nearly 600 journals covering the social sciences, humanities, arts, sciences, medicine, business, technology, and current events have joined the project, and the numbers are growing. Subscriptions to these journals are sent to more than 200 libraries which received over 20,000 journals in the last year alone.

### Estonian American Fund for Economic Education — (S, D)

4 Noyes Court
Silver Spring, MD 20910
PHONE: (1-301) 587-9115

The Estonian American Fund for Economic Education is a nonprofit corporation established in 1990 to help the educational and scientific development of Estonia. They are specifically interested in university-level textbooks, and equipment and materials for students.

### Ethiopian Organization for Development through Education (EODE) — (D)

c/o Ministry of Education, Institute for Curriculum Development and Research
P.O. Box 2346
Addis Ababa
Ethiopia
PHONE: (251-1) 127305
FAX: (251-1) 550877

EODE's objectives are to support education by providing reading material and educational equipment to all levels of educational institutions and public libraries. In addition, it conducts workshops, provides paper for production of primary school textbooks and rural newspapers, and purchases books for distribution with donated materials. EODE receives and distributes 40,000 books a year.

### The Foundation for Books to China — (S)

5337 College Avenue, Suite 314
Oakland, CA 94618
PHONE: (1-510) 655-9203
FAX: (1-510) 655-9203 (same as telephone number)

Established in 1980, this foundation has distributed books in the People's Republic of China with ocean freight assistance from the American President Line. Distribution is handled currently by various government agencies and educational institutions in China.

### Ghana Book Trust — (DD)

The Executive Secretary
Ghana Book Trust
PO Box 9866 Airport
Accra, Ghana
PHONE: (233-21) 22-14-15
FAX: (233-21) 77-25-12

The Ghana Book Trust is a nongovernmental, nonprofit voluntary organisation which operates as a national counterpart organisation to the Canadian Organization for Development through Education (CODE). The specific objectives of the trust are to enhance Ghanaians' access to books through support to library development and national publishing industry; select and receive books and other educational materials from CODE and other institutions, arrange the distribution of educational materials and books to educational institutions and community organisations, and operate a warehouse from which beneficiary institutions may select and obtain their supplies. The trust stores and displays the books and equipment at its Madina warehouse. In arranging distribution of the items the trust gives special attention to the most

needy institutions in Ghana. Rural schools are considered high priority. Recipients are invited to the trust's warehouse to select appropriate titles and to determine the quantities required.

### Guyana Book Foundation (GBF) — (DD)

216 Almond Street
Queenstown
Georgetown
Guyana
PHONE: (592-2) 63771 or 58357
FAX: (592-2) 61939

The GBF is a nongovernmental organisation established by CODE. Its objectives are to provide schools, libraries, and other educational institutions in Guyana with reading materials and educational supplies. The GBF selects, receives, clears, processes, and distributes donated materials. It also identifies, purchases, and distributes locally produced materials. It manages approximately 22,000 books a year.

### Information Market of Bohemia — (DD)

Riegrova 1
CS - 301 11 Plzen
Czech Republic
PHONE: (42-19) 35379
FAX: (42-19) 221805 or 35320

The Information Market of Bohemia is an education and resource centre serving the business community, academia, and the general public in Bohemia. It has three main activities: business clinics which transfer western business know-how to local entrepreneurs and managers; language and basic business classes; and a Book Bank programme which distributes IBB books to libraries throughout the Czech Republic and Slovakia. It receives 23,000 books a year, keeping 3,000 for its own use and distributing 20,000.

### International Book Bank (IBB) — (S)

608-L Folcroft Street
Baltimore, MD 21224 U.S.A.
PHONE: (1-410) 633-2929
FAX: (1-410) 633-3082

IBB was established in 1987 with the purpose of procuring new and used books from U.S. publishers, dealers, and school systems for donation to developing and needy countries including those in Eastern Europe. IBB procures and ships educational materials directly to overseas recipients as well as on behalf of other book-sending agencies. As a general rule, no educational materials are shipped to recipients unless they have been previously selected from carefully annotated book lists. Before titles are placed on the booklist they are carefully screened for content and physical condition. Most often, books are shipped in sea containers (consisting of up to 20,000 volumes) to local distributing agencies. Such agencies are responsible for receiving, storing, sorting, allocating, monitoring, and evaluating the shipment.

### International Book Project, Inc. (IBP) — (S)

1440 Delaware Ave.
Lexington, KY 40505 U.S.A.
PHONE: (1-606) 254-6771
FAX: (1-606) 255-5539

The International Book Project receives books primarily from publishers but also from schools, libraries, and individuals. The books are then distributed to organisations in the U.S. and over 100 developing countries that otherwise cannot obtain books. Each year the Book Project distributes over 150,000 books to schools, universities, libraries, clinics, hospitals, and other organisations. The project is funded by donations from individuals, foundations, and clubs; some funding comes from the United States Information Agency.

### International Literature Program — (DD)

Church of God
P.O. Box 1353
Kampala, Uganda
FAX: (256-41) 17-642-4279

The International Literature Program receives and distributes donated books to user organisations. It aims to promote education in all parts of the country by distributing books and scholastic materials to the most needy schools in Uganda.

### International Movement towards Educational Change — (DD)

The International Learning Cooperative
Dynekilgata 10
0569 Oslo 5
Norway
PHONE: (47-2) 37-34-20
FAX: (47-2) 71-55-55

Biblioteca Baltica is a project tailored to bring three Baltic countries relevant historical, cultural, ethnographic, and literary material relating to their region. One objective is to make basic, historically important books available in high-quality editions in quantities large enough to meet demands of schools, libraries, and individuals. This means reproducing about 300 titles in a series entitled "Biblioteca Baltica" in local or other languages, with possible expansion to videocassettes, photographic exhibits, etc.

### The Lutheran Braille Workers, Inc. — (S)

P.O. Box 5000
Yucaipa, CA 92399 U.S.A.
PHONE: (1-909) 795-8977
FAX: (1-909) 795-8970

Lutheran Braille Workers, Inc., established in 1943, produces Braille and large print materials in the 201 work centres it operates. Materials are distributed to 123 countries around the world. Biblical and Christian materials are produced and distributed, free of charge, to anyone who is blind or visually impaired.

**Ministère de la Coopération et du Développement**
Bureau de la cooperation et du développement
Bureau du Livre
20, rue Monsieur
75007 Paris
France
PHONE: (33-1) 47 83 10 10
FAX: (33-1) 43 06 97 40

Since 1980, the French Ministry of Cooperation has been supporting the creation of library networks in Africa, including public libraries, school libraries, and academic libraries. The governments negotiate the type of assistance with contractual arrangements and mutual obligations. These programmes aim to develop local publishing activities in education and information networks in academia, and promote African literature.

**National Association of College Stores (NACS) (S)**
500 East Lorain Street
Oberlin, OH 44074 U.S.A.
PHONE: (1-216) 775-7777
FAX: (1-216) 775-4769

NACS is a trade association. Its mission is to support the educational mission of member colleges and universities. The Book Donation Program within NACS works to encourage and facilitate the donation of books from American campuses and their surrounding communities through accredited book-sending agencies to those in need in developing countries. NACS publishes a book-donation bulletin three times a year.

**National Commission for Colleges of Education (DD)**
6A Ahmadu Bello Way
Ali Akilu House
P.M.B. 2341
Kaduna
Nigeria

The commission, a federal government agency, has been coordinating the donation of books to colleges of education in Nigeria.

**National Library of Bulgaria (DD)**
Coordinating Committee for Acquisition of the Central and Research Libraries
Boul Levski 11
Sofia 1504
Bulgaria
PHONE: (359-2) 88-28-11/316
FAX: (359-2) 00359/2/88 1600

The committee is responsible for coordinating foreign book acquisitions, purchases, international book exchanges, donations, and the building and use of national library funds, and defining research libraries profiles. The committee receives and manages about 6,000 books and journals a year.

**National Library of Nigeria — (DD)**
4 Wesley Street
P.M.B. 12626
Lagos
Nigeria

The library has been serving as an in-country distributor for the Ranfurly and Brother's Brother book donations for Nigeria.

**Netherlands Library Development Project — (F/S)**
c/o International Consultancies SOCRATES
Jan van Nassaustraat 109
2596 BS The Hague, Netherlands
PHONE: (31-70) 328-2544
FAX: (31-70) 328-2010

International Consultancies SOCRATES is a Dutch consultancy firm that concentrates on the management of human-resource development and focuses its activities principally on education for the Asian and African peoples. One of the projects which SOCRATES coordinates is the Netherlands Library Development Project (NLDP) for Pakistan. NLDP focusses not only on individual support to libraries and related institutions, but also on collective activities on a national scale. Individual support can consist of collection building, supply of furniture and equipment, and training of library staff. Some support activities on a national level are establishing computer training courses, strengthening the national library association, organising seminars, improving the departments of library science, and promoting libraries. The project covers all types of libraries and related institutions.

**Netherlands Organization for International Co-operation in Higher Education (NUFFIC)**
**Netherlands Periodicals Project (NPP) — (D)**
Kortenaerkade 11
P.O. Box 29777
2502 LT The Hague, Netherlands
PHONE: (31 70) 4260-260
(31 70) 4260-169
FAX: (31 70) 4260-189

Under its long-term programme of support to higher education and research in developing countries NUFFIC since 1983 has been operating the Netherlands Periodicals Project. The project tries to alleviate the need for scientific literature for a group of institutes of higher education in the south, which also receives support from the Dutch government's programmes for Cooperation in Higher Education. NPP support is primarily directed toward institutes, mostly universities, in Africa, and to a lesser extent in Latin America and Asia.

The project makes inventories of the needed literature (primarily scientific journals), at the well-directed acquisition of these periodicals from libraries of Dutch institutions for education and research, and matches the material offered with the demands of a particular number of institutes in developing countries. The scientific journals offered to the project are sorted and

shipped to the recipients according to their identified demands. In this sense the project is entirely request-led.

Besides handling donations of scientific literature offered by Dutch institutes (university libraries and research institutes), the NPP desk tries to get donors to guarantee the delivery of individual titles for the same recipient.

The organisation has started to look for international cooperation on other similar projects, within a network of literature-donation schemes. Also within the Netherlands, the project, in cooperation with the National UNESCO Commission and the Institute for Social Studies, is preparing an inventory of all projects, programmes dedicated to book donation in North/South and North/East perspective.

Materials are being collected on the basis of selection by the counterparts. After having collected about 1 M3 for a recipient, the project coordinator decides to organise the shipment. Dispatch is by sea freight and distribution is handled in-country by Dutch embassies where possible. Recipients are asked to return an evaluation form that is sent to them around the date of arrival of the shipment. This is done to be able to check the contents with the project administration and to be certain about the arrival of the goods.

In 1992, 17 shipments were sent to 13 different countries, comprising a volume of 18.78 m3.

## Nigerian Universities Office (DD)

Embassy of Nigeria
2010 Massachusetts Avenue, N.W., Suite 400
Washington, DC 20036
PHONE: (1-202) 659-8113
FAX: (1-202) 659-8116

The U.S. Nigerian Universities Office, which represents 37 universities in Nigeria of differing institutional emphases, performs a variety of services, including coordinating the donation of books and research/training equipment to Nigerian universities. The U.S. office also recruits university staff, facilitates interinstitutional linkages of United States, Canadian and Nigerian universities, and provides services for Nigerian scholars visiting the United States. The Office accepts donations of university-level books and journals no more than six years old in all subject areas, from anthropology and fine arts to physics, from university bookstores and libraries, professors' personal libraries, societies, and individuals. The office sends an inventory list to the most appropriate institution(s). Each university then decides which and how many books it wants and authorizes the office to pay for shipment. The recipient either receives small packages directly or arranges to meet the sea container's shipment in Lagos and later confirms receipt of donations with the office.

### Project Hope's International Textbook Distribution Program — (S)

Project HOPE People-to-People Health Foundation
Millwood, VA 22646 U.S.A.
PHONE: (1-703) 837-2100
FAX: (1-703) 837-1813

Project HOPE has been in existence for more than 30 years, providing medical care and training in the developing world. One little-known aspect of its programme is the presentation of medical books to institutions in the Third World. This organisation is the largest distributor of donated medical books in the world.

### Ranfurly Library Service (RLS) — (DD)

Coldharbour Place
39-41 Coldharbour Lane
London SE5 9NR
United Kingdom
PHONE: (44-71) 733-3577
FAX: (44-71) 978-8006
E-mail: RLS@GN.APC.ORG

Ranfurly Library Service is a book aid charity which sends over 700,000 books overseas every year in response to urgent requests. RLS uses the resource of surplus books in the United Kingdom, raises funds for essential book purchases, utilizes an extensive voluntary network, and receives free shipping for books. Established in 1988, International Campus Book Link aims to provide a clearinghouse to coordinate and facilitate the matching of requests from universities in Africa to relevant donors in the United Kingdom, and then provide efficient collection, shipment, and distribution of individual and institutional contributions.

### Rotary International — (S)

Programs & Activities Department
1560 Sherman Ave.
Evanston, IL 60201-3698 U.S.A.
PHONE: (1-708) 866-3301
FAX: (1-708) 328-8554

Donated book projects are developed and implemented by individual Rotary clubs. Check with the local club in your community.

### Sabre Foundation, Inc. — (S)

Scientific Assistance Project
P.O. Box 483
Somerville, MA 02144 U.S.A.
PHONE: (1-617) 868-3510
FAX: (1-617) 868-7916
E-mail: SABRE@IGC.ORG

Under its Scientific Assistance Project, the Sabre Foundation specializes in providing college- and professional-level educational materials to institutions and individuals in Eastern Europe, and the countries of the former Soviet Union and East Africa. The project is funded through

U.S. government and private foundation grants, and donations from individuals and community organisations.

Since 1986 Sabre Foundation has donated more than 1.5 million books and journals to its ongoing programmes in Bulgaria, Croatia, the Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Russia, Slovakia, Slovenia, Ukraine, and Uzbekistan and also has worked with other organisations to send books to Albania, Eritrea, Kenya, Romania, and Uganda. More than 100 American and European publishers have contributed new texts in such areas as business and economics, natural, pure, and applied sciences; medicine and health care; English language and literature; law and government; political and social sciences; the environment; and computer science. Sabre also administers a purchase programme for reduced-cost books and journal subscriptions and places private public libraries and special collections in institutions.

In each country, a designated partner organisation is responsible for title selection, identification of recipient institutions, and country-wide distribution. From inventory lists provided by Sabre, partners are able to select titles and quantities of books. The books are then packed at Sabre's warehouse and sent in sea containers (holding on average 20,000 books) to partner organisations for distribution. Ongoing country programmes receive between one and three containers per year, depending on the size of the programme and available funding.

### The Soros Foundations — (DD)

888 Seventh Ave.
New York, NY 10106 U.S.A.
PHONE: (1-212) 887-0600
FAX: (1-212) 974-0367

To provide major medical libraries in Central and Eastern Europe with key periodicals, the Soros Foundations have arranged to donate CD-ROM equipment, hardware, and software to 25 major medical libraries throughout Central and Eastern Europe and the former Soviet Union. Each library that is awarded a CD-ROM system will receive a basic package of subscriptions to CD-ROM databases that contain full text and abstracts of major medical journals.

### Sudan-American Foundation for Education, Inc. (SAFE) — (S)

Suite 1216, 4141 North Henderson Road
Arlington, VA 22203 U.S.A.
PHONE: (1-703) 525-9045
FAX: (1-703) 351-0782

SAFE sends all donated materials to the Ahfad University for Women, the oldest private university in the country. The Ahfad office administers a distribution network which is open to public libraries, foundations, university library collections, and autonomous research institutes. Once or twice a year Ahfad University invites affiliates to book fairs, at which time the institutions can pick out the material they need.

### Technical Centre for Agricultural and Rural Cooperation, ACP-EEC Lomé Convention (CTA) (F)

P.O. Box 380
6700 AJ Wageningen
Netherlands
PHONE: (31-83) 806-0400
FAX: (31-83) 803-1052

The mandate of the Technical Centre for Agricultural and Rural Cooperation (CTA) is to help the African, Caribbean, and Pacific countries which comprise the ACP group achieve greater food security by providing them with better access to scientific and technical information on all issues related to agricultural and rural development. CTA works in close cooperation with ACP and EEC countries and with international, regional, and national institutions. It fulfills its mandate through a range of activities, including seminars, studies, publications, question-and-answer service, and support to ACP documentation centres. CTA finances a donated-books programme through which 44,000 of its own publications as well as an additional 10,000 non-CTA books are distributed annually.

### United States Information Agency (USIA) (F)

Bureau of Educational and Cultural Affairs
Books Programs Division
301 Fourth Street, S.W.
Room 320
Washington, DC 20547 U.S.A.
PHONE: (1-202) 619-5903
FAX: (1-202) 619-6670

USIA is a government agency responsible for promoting U.S. government objectives around the world in press, cultural, and educational areas of activity. USIA provides limited grant support on a competitive basis to nonprofit organisations for the collection and distribution of donated books abroad.

### World Bank Volunteer Book Project (WBVS)

1818 H Street, N.W., Room NB1-105
Washington, DC 20433 U.S.A.
PHONE: (1-202) 473-8960
FAX: (1-202) 522-0301

The WBVS receives donations of new and used books from schools, universities, libraries, medical schools, and publishers. Containers of books are shipped to recipients in six or seven developing countries each year, over 120,000 books annually. Travellers may choose books to hand-carry to institutions.

Areas of specialization: school textbooks, vocational and professional texts, general reading and library books, university and medical books.

Geographic area: developing countries throughout the world. In the last 10 years more than fifty countries have received shipments, including Albania and Romania.

# Appendix 5: Examples of Staff Exchange Programmes

This is not a comprehensive listing of staff exchange programmes, rather, it provides a few illustrative examples of existing programmes. Most exchanges are handled by direct negotiation between interested parties. A few institutions have established programmes for their own staff. In order to facilitate exchange arrangements, the *IFLA Journal* (issued February, May, August, and November) lists persons wishing to exchange positions outside their own country. All listings must include the following information: full name, address, present position, qualifications (with year of obtaining), languages, abilities, preferred country/city/library, and type of position.

Send to:

International Federation of Library Associations and Institutions (IFLA)
P.O. Box 95312
2509 CH The Hague
Netherlands
PHONE: (31 70) 3140884
FAX: (31 70) 3834827
E-mail: IFLA HQ@IFLA.NL

**Listed below are just a few examples of exchange programmes:**

### Bibliothekarische Auslandsstelle, Foreign Relations Office, Office des relations internationales

The Foreign Relations Bureau sponsors several types of programmes, including tours of German libraries by foreign librarians, international conferences, and seminars for librarians. A programme of professional visits on an exchange basis is carried out regularly with Great Britain and France, as well as other countries such as Austria, the Czech Republic, Slovakia, Bulgaria, and Spain. The exchanges with Great Britain and France are carried out annually and consist of four-week stays by two German librarians coupled with a four-week stay by British and French librarians in the following year.

The bureau is comprised of the German library associations represented in the Deutsche Forschungsgemeinschaft (Association of German Library Associations) (DBV), Deutscher Bibliotheksverband e.V. (German Library Association) (DBV), Verein der Bibliothekare an Offenttichen Bibliotheken e.V. (Association of Librarians in Public Libraries) (VBB), Verein der Diplom-Bibliothekare an wissenschaftlichen Bibliotheken e.V. (Association of Graduate Librarians in Research Libraries) (VdDB), and the Verein deutcher Bibliothekare e.V. (Associa-

tion of German Librarians) (VDB). Foreign Relations committee members are nominated by the Association of German Library Associations for a period of three years, which can be repeated. The chairmanship has alternated every two years between a representative of public and and one of academic librarianship. For further information, contact:

Deutscher Bibliotheksverband e V
Deutsche Forschungsgemeinschaft
Deutsches Bibliotheksinstitut
Haus 2
Auslandssekretariat
Luisenstrasse 57
D-0-1040 Berlin
Germany
PHONE: (49 30) 231 19
FAX: (49 30) 231 19 480

## LIBEX: Bureau for International Library Staff Exchange

LIBEX is run from the University College of Wales Aberystwyth, Information and Library Studies Library, in association with the International Group of the Library Association and with financial support from the International Committee of the Library Association.

LIBEX acts as a clearinghouse for library and information staff interested in arranging job exchanges with library and information science professionals in other countries. Libraries as well as individuals may use the service, which is free of charge. LIBEX does not arrange exchanges itself; this is done directly by the applicants. LIBEX will, however, try to provide answers to some of the many questions which arise in arranging exchanges or refer applicants to other sources of information.

Coordinator - LIBEX
University College of Wales Aberystwyth
Information & Library Studies Library
Llanbadarn Fawr
Aberystwyth, Dyfed SY23 3AS
Wales
United Kingdom
PHONE: (44 970) 622417
FAX: (44 970) 622190
E-mail: ILSLIB@UK.AC.ABER

## Council for International Exchange of Scholars (CIES)

The Council administers the United States Information Agency Fulbright awards for university lecturing and advanced research abroad, usually 10-15 awards per year are made to U.S. citizens who are specialists in library science. In addition, awards are available for non-U.S. citizens to come to the United States to conduct research or lecture. If interested, contact the U.S embassy or Fulbright commission in your country. Lecturing awards usually require university or college

teaching experience. Applications and information may be obtained, beginning in March each year, directly from CIES.

Council for International Exchange of Scholars
3007 Tilden Street, N.W.
Suite 5M
Washington, DC 20008-3009 U.S.A.
PHONE: (1-202) 686-7866
FAX: (1-202) 362-3442
E-mail: CIES1@GWUVM.GWU.EDU

## International Research & Exchanges Board (IREX)

IREX provides opportunities for librarians, archivists, and information specialists pursuing projects relating to Central and Eastern Europe and Eurasia. Recognizing the critical role members of the information profession play in the field of Slavic and Eastern European studies, this programme has been created with the ultimate goal of improving access and working conditions for all researchers in the region. Proposal may cover projects:

- to assess the current state of exchange relations and/or international acquisition in a particular geographic area or with particular libraries, publishing houses, and other establishments of importance to maintaining and building strong collections in American academic libraries;
- to produce directories, research guides, and other finding aids on collections, libraries, and/or archives in the region;
- to work collaboratively on conferences and workshops (with particular weight given to initiatives that result in publication and other forms of public dissemination);
- and other initiatives that are designed to increase the knowledge of the field of library and information science and/or improve relations with libraries and archives in the region.

IREX Special Library & Information Project support **cannot** be used for: individual research opportunities, subsidies to publish journals, newsletters, and other periodicals; undergraduate or pre-master's research and training; equipment; institutional overhead; book purchases or journal subscriptions; salary support or subsidies; or transoceanic travel on a non-U.S. carrier. For further information contact:

IREX Library and Archival Programs
1616 H Street, N.W.
Washington, DC 20006 U.S.A.
PHONE: (1-202) 628-8188
FAX: (1-202) 628-8189
E-mail: IREXLIBR@GWUVM.GWU.EDU

## Library Fellows Program

Funded by the United States Information Agency (USIA) and administered by the American Library Association (ALA), the Library Fellows Program was initiated in October 1986 to place

library and archival professionals in institutions overseas for periods of several months to one year. The objectives of the programme are:

- to increase international understanding through the establishment of professional and personal relationships and the accomplishment of mutual goals;
- to promote international sharing of resources and to establish enduring professional and institutional linkages;
- to develop and enhance the fellows' professional expertise to benefit both their home institutions and the development of librarianship in the host countries;
- to reinforce the concept of libraries as essential democratic institutions;
- for non-U.S. librarians to acquire familiarity with U.S. society and knowledge of contemporary librarianship as practiced in the United States.

The programme has two components. The first is the assignment of United States library specialists overseas to initiate and manage projects identified by the host institutions. Projects cover the full range of specializations in librarianship or archival work. Projects may include such activities as setting up and organising a collection of American studies materials or U.S. government documents, teaching graduate-level courses in online database searching, devising a national programme for school libraries, or developing and administering a programme of preservation and conservation for national archives. Overseas institutions interested in hosting a Library Fellow should contact the public affairs officer or the cultural affairs officer at the United States embassy in their country.

The second component allows non-U.S. librarians to come to the United States for four to 10 months as library fellows to gain expertise and enhance professional experience in a specific area of librarianship. This part of the programme is designed for mid-level librarians who show potential of rising to positions of professional leadership in their respective countries. Non-U.S. librarians interested in participating in the programme should contact the public affairs officer or the cultural affairs officer at the United States embassy in their country.

For U.S. librarians interested in becoming a fellow or hosting fellow, contact:

American Library Association
Library Fellows Program
50 East Huron Street
Chicago, IL 60611 U.S.A.
PHONE: (1-312) 280-3200
FAX: (1-312) 944-3897
E-mail: robert p doyle@ala org

## Soros Foundation Visiting Fellows Program

Initiated in 1992, the Soros Foundation Visiting Fellows Program has been designed for librarians and library information specialists from Central and Eastern Europe and the former Soviet Union. The programme is currently hosted at the Library of Congress.

Librarians are chosen through an open and competitive selection process conducted by the Soros Foundation throughout the region. These visiting fellows then participate in three months of intensive technical training at the Library of Congress in Washington, D.C. They spend the first month studying operations, organisation, technology, and philosophy of United States libraries. After this general orientation, they receive two months of intensive training in specialized work assignments according to professional discipline.

Work assignments within the library are designed to meet the professional needs and interests of both the visiting fellows and their counterparts at the library. The programme emphasizes the critical role libraries play in democratic societies. Librarians from Central and Eastern Europe and the former Soviet Union should contact the Soros Foundation in your country for further details.

## Mortenson Center for International Library Programs

The center's purpose is "to foster international tolerance and peace by strengthening ties among the world's research libraries and librarians in an effort to ensure access to knowledge throughout the world." The center fulfills its mission in many ways, but its primary area of concern is its international exchange programme.

Established in 1989, the center's exchange programme offers an opportunity to librarians to come to the University of Illinois at Urbana-Champaign, usually for extended stays of four months to a year, to observe and learn firsthand the workings of a major U.S. academic library and to share experiences with the library faculty. To date, 70 librarians and library-related professionals have participated, though not all have participated in extended stays. Participants are selected based on background, level of interest, and recommendations from other librarians and scholars. They must have a good command of English to benefit from the programme. Selection is made regardless of geographic location or access to technology. Fellows whose stay will be four months to a year usually attend library school classes on a noncredit basis. For more information about the Mortenson Center contact:

Mortenson Center for International Library Programs
University of Illinois at Urbana-Champaign
246J Main Library
1408 W. Gregory Drive
Urbana, IL 61801 U.S.A.
PHONE: (1-217) 333-0318
FAX: (1-217) 244-0398
E-mail: MORTCENT@UIUC.EDU

Individuals who have already made an exchange are often a useful source of advice and guidance. A list of published reports describing successful exchanges or the preparations for an exchange can be found below.


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_____. "U.S. Information Ambassadors: 1992-93 Library Fellows." *American Libraries*, January 1994, 28 pp.

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# Appendix 6: Acronyms

| | |
|---|---|
| ABF | Association des Bibliothéeires Français |
| ACPAD | Australian Centre for Publications Acquired for Development |
| ACCT | Agence de Coopération Culturelle et Technique |
| ACLS | American Council of Learned Societies |
| AAAS | American Association for the Advancement of Science |
| ACSEF | American Czech-and-Slovak Education Fund |
| ALA | American Library Association |
| BIEF | Banque internationale d'information sur les États francophones |
| BBF | Brother's Brother Foundation |
| BFA | Books for Africa |
| CHESS | Commonwealth of Higher Education Support Scheme |
| CIES | Council for International Exchange of Scholars |
| CODE | Canadian Organization for Development through Education |
| DLP | Direction de la Lecture Publique |
| DBV | Deutscher Bibliotheksverband e V |
| DFG | Deutsche Forschungsgemeinschaft |
| EC | European Commission |
| EODE | Ethiopian Organization for Development through Education |
| GBF | Guyana Book Foundation |
| IBB | International Book Bank |
| IBP | International Book Project, Inc |
| ICSU | International Council of Scientific Unions |
| IFLA | International Federation of Library Associations and Institutions |
| INASP | International Network for the Availability of Scientific Publications |
| IREX | International Research & Exchanges Board |
| LIBEX | Bureau for International Library Staff Exchange |
| MJC | Maison des Jeunes et de la Culture |
| NACS | National Association of College Stores |
| NUFFIC | Netherlands Organization for International Co-operation in Higher Education |
| NPP | Netherlands Periodicals Project |
| QLA | L'Association des bibliothecaires du Quebec |
| SAFE | Sudan-American Foundation for Education, Inc |
| UNAL | UNESCO Network of Associated Libraries |
| UNESCO | United Nations Educational, Scientific and Cultural Organization |
| USIA | United States Information Agency |
| USIS | United States Information Service |
| VBB | Verein der Bibliothekare an Öffenttichen Bibliotheken e V |
| VDB | Verein deutcher Bibliothekare e V |
| VdDb | Verein der Diplom-Bibliothekare an wissenschaftlichen Bibliotheken e V |
| WBVS | World Bank Volunteer Book Project |

# Index


African Books Collective Ltd 51
Ahfad University for Women 51, 66
All India Inst. Loc. Self-Govt. 40
American Aid to France 7
American Association for the Advancement of Science 6, 51, 77
American Bar Association 52
American Council of Learned Societies 20, 29, 48, 50, 55, 77
American Czech-and-Slovak Education Fund 53, 77
American International Book Development Council 47
American Library Association 18, 30, 72, 76, 77
Angers (France) 22
Archives 25, 71, 72
Argentina 37
Armenia 20
Asia Foundation 6, 53, 55
Asociación Aragonesa de Municipios 44
Asociación Catalana de Municipios 44
Assn. de Munic. Ecuatorianas 38
Assn. of Estonian Cities 39
Associação Nacional de Municipios Portugueses 43
Association des Villes et Communes 41
Association Française pour le Conseil des Communes et R 39
Association of Finnish Local Authorities 39
Association of Finnish Local Authorities 39
Association of French Librarians 5
Association of Municipal Authorities of Ireland 41
Association of Polish Cities 42
Associazione Nazionale dei Communi Italiani 41
Australia 1, 17, 37, 49, 53
Australian Centre for Publications Acquired for Development 53, 77
Australian Sister Cities Association 37
Austria 8, 37, 69

Bamako (Mali) 22
Bangkok (Thailand) 19
Banque internationale d'information sur les États franco 25
Beijing 17
Belgium 37
Belugyminiszterium 40
Belugyminiszterium Onkormanyzati Foosztaly 40
Biblionef 54
Biblionef France 54
Biblionef Portugal 54
Bibliothekarische Auslandsstelle 69
BIEF 25, 77
Bonta, Bruce 24
Books for Africa 55, 77
Books for Asia 53
Brazil 23, 26, 37
Bridge to Asia Foundation 55
British Council 55
Brother's Brother Foundation 56, 77
Brown University, Providence, Rhode Island (United States) 17
Budget 13, 58
Burkina Faso 38, 56

Cameroon, United Republic of 38
Canada 1, 3, 7, 8, 10, 12, 13, 19, 20, 22, 29, 38, 56
Casuarina, Australia 17
China 8, 17, 19, 23, 29, 30, 38, 55, 59
Chinese People's Association for Friendship with Foreign Countries 38
Chulalongkorn University, Center for Academic Resources, Bangkok 19
Cités Unies France 39
City Library of Kouvola (Finland) 18
City Library of Tallinn (Estonia) 18
Civil Service International 7
Clubb, Barbara 24
Collection development 1, 11, 14, 17
Cologne Appeal 8
Comité National de Jumelages (Burkina Faso) 38
Comité National de Jumelages (Mali) 41
Communidad Autonoma de Murcia 44
Connaught Hospital, Freetown, (Sierra Leone) 18
Conseil des Communes et régions d'Europe Section Suisse 44
Consiglio dei Comuni e delle regiono d'Europa 41
Continuing education 11, 25
Convention of Scottish Local Authorities Rosebery House 45
Corréa, Antoinette Fall 13, 15
Council for International Exchange of Scholars 70, 71, 77
Cyprus 38
Czech Republic 38, 53, 60, 66, 69

Danset, Françoise 4, 5
Darien Book Aid Plan 57
Deland, Florida (United States) 22
Denmark 38
Deutsche Forschungsgemeinschaft 58, 69, 70, 77
Deutsche Sektion 39
Deutscher Bibliotheksverband e.V. 69, 70, 77
Deutscher Landkreistag 39
Dillsworth, Gloria 20
Direction de la Lecture Publique 57, 77
Direction de la Lecture Publique (DLP) 57
Distance Technical Assistance (DTA) 23
Donated Book Programs: A Dialogue of Partners Handbook 21, 47
Donation programmes 2, 17, 20-22, 47, 48, 49, 50
Donations 4, 20-23, 29, 48-50, 53, 55, 56, 58, 61-64, 66, 67
Donor Agencies for Books, Journal and Library Development 49
Dosa, Marta 24

East and Central Europe Journal Donation Project 58
Eastern Indonesia 17
Ecuador 38
Egyesult Varosok Vilagszovetsege 40
Electronic twinning 22
Estonia 18, 39, 59, 66
Ethiopian Organization for Development Through Education 59, 77
Euskadiko Udalen Elkartea 44
Evaluation 9, 13, 14, 21, 23, 64
Experiment in International Living 7

Federación Española de Municipios y Provincias 43
Federal University of Pernambuco 26
Federal University of Pernambuco, Brazil 26
Federation of Swedish County Councils 44
Federation of Tunisian Cities 44
Feferacie Spojenych Miest 43
Financial support 9, 13, 34, 70
Finland 6, 18, 39

Finland Svenska Kommunforbundet r.f. 39
Foundation for Books to China 59
France 1, 7, 12, 20, 22, 26, 29, 30, 39, 51, 54, 57, 62, 69, 75
Fulbright Program 18

General Council of County Councils of Ireland 40
Germany 1, 7, 18, 39, 40, 58, 70
Ghana Book Trust 59
Goals 9-14, 25, 35, 49, 72
Greece 40
Greenberg, Janet, 20, 21, 24
Guyana Book Foundation 60, 77

Helsinki University of Technology 20
Hungary 40, 66

I.U.L.A. Emme Istanbul Center 44
I.U.L.A.-Capitulo Latino Americano 38
Iceland 40
INASP Directory 1993 49
India 40
Indonesia 17, 40, 53, 54
Information Market of Bohemia 60
Institute of Public Administration (Ireland) 40
InterIndonesian Munic Org 40
Interlibrary loan 11, 17
International Book Bank 47, 60, 77
International Book Project, Inc. (IBP) 61
International Consultancies SOCRATES 63
International Development Program of Australian Universities and Colleges 53, 54
International Federation for Information and Documentation 23
International Federation of Library Associations and Institutions 12, 69, 77
International Learning Cooperative 61
International Literature Program 61
International Movement towards Educational Change 61
International Network for the Availability of Scientific Publications 26, 27, 49, 50, 77
International Research & Exchanges Board (IREX) 71
International Union of Local Authorities (Netherlands) 42
International Union of Mayors for Franco-German Understanding 7
Internet 22, 23
Ireland 40, 41, 45
IREX 71, 77
Israel 41
Italy 41
Ivory Coast 41

Jamaica Bookmobile Service 22
Japan 41, 49
Japan Municipal League for International Friendship (JAMLIF) 41
John, Nancy 5

Katzer, Jeffrey 24
Kaungammo, Ezekiel E. 17, 24
KEDKE 40
Kenya 22, 23, 41, 56, 66
Kenya One World Linking Association 41
Kouvola (Finland) 18
Kummunernes Landsforening 38

Lampart, Sheila I. 5, 15
LIBEX 70, 75, 77
Library Fellows Program 71, 72
Library of Congress 21, 29, 30, 47, 48, 73
Livingston Elementary School, Nairobi (Kenya) 22
Local Government International Bureau (United Kingdom) 44
Lohner, Wolfgang 2
Lutheran Braille Workers 61
Luxembourg 41, 76
L'Association des bibliothecaires du Quebec 22

MacLam, Helen 24
Mali 22, 41, 56
Memorandum of agreement 10, 13, 14, 19, 35
Merkaz Hashilton Hamekomi Be-Israel 41
Mexico 5, 17, 23, 42
Mexico City 17
Mexico Sister Cities 42
Mission de Liaison Aupres des Organisations non-gouverne-mentales 39
Mugasha, James 15
Municipal Library in Orleans (France) 22
Municipal Library of Lugoj 22

Nairobi, Kenya 22
National Assembly of Local Authorities (Poland) 42
National Association of College Stores 62, 77
National Association of Local Authorities of Northern Ireland 45
National Library of Bulgaria 62
National Library of Nigeria 63
Netherlands 42, 54, 63, 64, 67, 69, 77
Netherlands Library Development Project 63
Netherlands Organization for International Cooperation in Higher Education 63, 77
Netherlands Periodicals Project 63, 77
New Zealand 42, 75
Nigeria 23, 62-64
Nigerian Universities Office 64
Northern Territory University Library, Casuarina, Australia 17
Norway 42, 61
Norwegian Association of Local Authorities 42

Ohio University Libraries (United States) 19
Ontario, Canada 19
Ontario Ministry of Culture and Communications 19
Orasele Unite dim Romana 43
Organization of Islamic Capitals and Cites 43
Osterreichischer Gemeindebund 37

Partners of the Americas 8, 26
Peace Corps 7, 21, 48, 49
Pernambuco, Brazil 26
Personnel exchange checklist 18
Personnel exchanges 14, 18, 19, 30, 34, 35
Philippine Sister City Association 42
Philippines 23, 42, 53-55
Poland 5, 42, 66
Polish Small Towns Association 42
Portugal 43, 54
Preservation 5, 19, 23, 25, 72
Priestley, Carol 30, 49
Providence, Rhode Island (United States) 17
Public Libraries 4, 10, 12, 13, 20, 22, 57, 59, 62, 66, 69

Publishers Association 48
PUBWATCH 48

Raad der Europese Gemeenten en Regio's 42
Rader, Hannelore 24
Ranfurly Library Service 21, 27, 63, 65
Rat der Gemeinden und Regionen Europas Deutsche Sektion 39
Research Libraries 11, 53, 62, 70, 73, 74, 75
Romania 20, 22, 43, 57, 66, 67
Romanian Federation of Muns 43
Rostock (Germany) 18
Rotary International 65
Rowbotham, Graham 21, 49
Royal Institute of Technology, Stockholm (Sweden) 17, 19
Russia 43, 52, 66
Russian State Library 22
Russian War Relief 7

Sabre Foundation 21, 53, 65, 66
Saudi Arabia 43
School Libraries 10, 22, 48, 62, 72
Schurek, Antje 12
Scientific Assistance Project 65
Section Belge du CCRE 37
Senegal 13, 56
Serbia 43
Servas International 7
Service des Jumelages 39
Sierra Leone 20
Sister Cities International 8, 12, 45
Sister Cities International (United States) 45
Sister Cities of New Zealand 42
Slovakia 43, 53, 60, 66, 69
Soros Foundations 66
Southeast Asia 17
Spain 43, 44, 69
St. George's Primary School, Nairobi (Kenya) 22
Staff development 1, 14, 17, 18
Staff exchange checklist 18
Staff exchanges 11, 18, 19, 25
Stelna Konferencija Gradova i Opstina 43
Step-by-step guidelines 9
Stetson University Library, Deland, Florida (United States) 22
Stockholm (Sweden) 17, 19
Suburban Community Hospital, Warrensville, Ohio (United States) 18
Sudan-American Foundation for Education, Inc. 51, 66, 77
Suomen Kunnallisliitto 39
Sweden 17, 19, 44
Swedish Association of Local Authorities 44
Switzerland 6-8, 44
Syracuse University (United States) 23

Tallinn (Estonia) 18
Tanzania 19
Thailand 5, 19, 30, 31, 53, 54
Third World 3, 4, 26, 29, 30, 65
Tornudd, Elin 24
Town Affiliation Association of United States 45
Towns and Development 8
Tunisia 44, 57
Turkey 44
Twinning definiton 3
Twinning, electronic 22

Ukraine 44, 52, 66
UNESCO 1, 4, 12, 23, 25, 26, 29, 47, 49, 64, 77
UNESCO Network of Associated Libraries 4, 12, 29, 77
Union des Villes Communes Belges 37

Union des Villes et Communes de Cote d'Ivorie 41
Union of Cyrus Municipalities 38
Union of Czech Towns and Cities 38
United Kingdom 27, 30, 44, 45, 48, 49, 50, 51, 55, 65, 70
United States Information Agency 47, 53, 58, 61, 67, 70, 72, 77
United States of America 1,7-8, 12, 17-18, 19, 22, 23, 26, 45, 47, 48, 49, 64, 67, 70, 72, 77
United Towns Italian Committee 41
UNITWIN 1, 3, 25, 26
Universal Esperanto Association 7
Université Cheikh Anta Diop (Senegal) 13
University Libraries 3, 10, 11, 13, 19, 53, 55, 64
University Linkages Program 8, 26
University of Illinois at Urbana-Champaign 73
University of Texas at El Paso (United States) 17
University of Timisoara (Romania) 22
Urban Cncls Association Zimbabwe 45
USIA 67, 72, 77

Verein der Diplom-Bibliothekare an wissenschaftlichen Bibliotheken e V 69, 77
Verein deutcher Bibliothekare e V 70, 77
Vereniging van Nederlandse 42
Vereniging van Nederlandse Gemeenten 42

Warrensville, Ohio (United States) 18
Wilhelm Pieck University, Rostock (Germany) 18
World Bank Volunteer Book Project 67, 77
Wuhan Library, Chinese Academy of Sciences, (China) 19

Zdruzenie miest a obci Slovenska 43
Zelinsky, Wilbur 8
Zimbabwe 45, 56